**Meeting Minutes 5/11/23**

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**Assessment Committee Meeting**

**3:00 pm – 4:00 pm**

**Location: Webex**

**In attendance: Jennifer Ort (Chair), Sharon Young (recorder), Jerry Wilcox, Truman Keys and Lai Vo**

**Not Attending: Patrick Hull, Becky Hall, Thomas LaPorta, Walter Cramer and Brian Vernon**

1. Old Business
   1. Approval of April 10th minutes is tabled due to lack of quorum.
   2. A review of committee’s work over the past year was presented by J. Ort.
   3. The Assessment Committee’s new website landing page was discussed.
   4. The department reports to the assessment committee were discussed. J. Ort will send a reminder email to Deans asking them to send an email to Chairs to remind them to complete the report.
   5. The faculty survey about assessment will be developed in the fall.
   6. The organization of the Teams folder regarding what items should be included in the public folder was discussed.
   7. Standardized data collection tools such as NESSE, BESSE, and JED were discussed and the importance of sharing that data and collecting suggestions on how to improve based on that data.
2. New Business
   1. Suggestions about how to connect faculty researchers with data that are collected and include that in CELT training. Another suggestion was providing an assessment spotlight or award for departments who are using their assessment outcomes.
   2. Bryan Vernon will remain on the committee. We are awaiting appointment for the Dean of Student Affairs and the Provost for representation to the committee. A chair will be elected in September.
   3. The first meeting in the fall will be the second Wednesday, September 13th at 3:00 on Webex.
   4. The end of year report will be sent to committee members for review.
3. The meeting was adjourned at 4:00 pm.