

Meeting 02 – Day, 02/26/19 | 2PM-3PM | Y-151

Members in Attendance:

Sergey Kuznestov	Alishia Atkins	Michael Kazarinov
Kenneth McMillian	Enid Wells	Cindy Carlson
Jennifer Thompson-Watson	Clifford Wilson	

Others in Attendance:

- **Item 1**
 - Current status update of goal sheets and common assessment collection
 - There are still a few outstanding disciplines.

- **Item 2**
 - Common assessment should be given this semester
 - Some departments have already done so and should begin to analyze their data.
 - If it has not been given yet, work with departments to make sure it is.
 - Results will be compiled into a narrative document for HLC
 - Reviewed Assessment Project Timeline

- **Item 3**
 - Liaisons were asked to give an update at the May Assessment General Body meeting
 - Struggles, successes, and strategies for improving our processes
 - Discussion of strategies
 - Perhaps, now that we have some, more concrete examples could be offered to faculty.
 - Ensure that faculty know they must administer the CA but that they can treat it any way they want in their course grading scheme

• **Action Items/Next Steps**

ACTION ITEM	WHO'S RESPONSIBLE?	DUE DATE
Continue collection efforts; work with departments to ensure common assessment is given this semester.	Liaisons	
Prepare an update for the May General Body	Liaisons	

- **NEXT MEETING = Tues, 04/26/19, 2-3:30 PM TBD**