

MEMORANDUM

TO:

Jacob Held
Laura Niswonger
Jim Downey
Donna Wake
Olcay Kursun

Scott Meador
Amy Baldwin
Misty Booth
Stacy Lom

FROM: Jacob Held, Chair

DATE: January 29, 2020

SUBJECT: Academic Assessment Committee Meeting

The Academic Assessment Committee will meet on Wednesday, February 5, 2020 at 3:30 pm in Wingo Hall 315. The following items will be discussed:

1. Approval of the Minutes from the December 4, 2019 Meeting
2. Update on the change of membership: CFAC & CLA
3. Biology update
4. Conversation in regards to the assessment cycle
5. Academic Assessment Reporting Template
6. Update on inventory
7. Adjourn