

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: March 25, 2020

SUBJECT: Academic Assessment Committee Meeting

The Academic Assessment Committee will meet on Wednesday, April 1, 2020 at 3:30 pm online.

[Join Hangouts Meet](#)

meet.google.com/wxb-squn-wya

Meeting ID

meet.google.com/wxb-squn-wya

Phone Numbers

[\(US\)+1 347-637-7322](tel:+13476377322)

PIN: 526 733 039#

The following items will be discussed:

1. Approval of the Minutes from the March 4, 2020 Meeting
2. Review the end of cycle report
3. Review the use of the rubric with the sample report
4. View the rubric the Core uses to see how taskstream generates sample reports
5. Adjourn