

Academic Assessment Committee  
Meeting Minutes  
November 12, 2024

The Academic Assessment Committee met at 1:00 p.m. Tuesday, November 12, 2024 in Wingo Hall 214. Dr. Jacob Held, chair, and the following members were present: Misty Booth, Leah Horton, Susan Myers, Stacy Lom, and Donna Wake. Kari Naylor and Michael Hancock were not present. Alyson McEntire; Assessment Research Associate, was also present.

Order of Business:

1. D. Wake moved to approve the minutes from the October 8, 2024 meeting. S. Lom seconded the motion. All in favor to the approve the minutes, with one abstention.
2. J. Held provided the committee with a status update in regards to the plans still lacking submission to the committee.
3. The committee reviewed the assessment plan for the B.A. in Writing, Rhetoric, and Information Design. Discussion followed. The committee agreed to send the plan back for revisions in regards to the rubric. A few questions, expectations, and suggestions were brought up during discussion. J. Held will communicate this back to the department.
4. Our next AAC meeting will be held on December 10<sup>th</sup>.

The meeting adjourned at 1:30 p.m.