

Academic Assessment Committee  
Meeting Minutes  
September 9, 2025

The Academic Assessment Committee met at 1:02 p.m. Tuesday, September 9, 2025 in Wingo Hall 214. Dr. Jacob Held, chair, and the following members were present: Misty Booth, Donna Wake, Kari Naylor, Taylor Horton, Nelle Bedner Runge, and Leah Horton were present. Susan Myers was not present. Alyson McEntire; Assessment Research Associate, was also present.

Order of Business:

1. M. Booth moved to approve the minutes from the April 28, 2025, meeting. L. Horton seconded the motion. All in favor to approve the minutes, with three abstentions.
2. The committee reviewed the MS degree for Instructional Technology (ITEC) assessment plan. Discussion followed. The committee had a couple suggestions; some clarification upfront and to consider benchmarks. J. Held will communicate this back to the department. K. Naylor made a motion to approve the plan. N. Bedner Runge seconded the motion. All in favor to approve the plan.
3. The committee reviewed the MFA degree for Creative Writing assessment plan. Discussion followed. The committee wants to see a survey, fix some language barriers, clarification of context, etc. D. Wake made a motion to send the assessment plan back for revision. K. Naylor seconded the motion. All in favor to send the plan back for revisions.
4. The committee reviewed the clarification/justification that was sent to the committee from Communication. Discussion followed. K. Naylor moved to approve the plan. D. Wake seconded the motion. All in favor to approve the plan, with one abstention.
5. J. Held voiced to the committee the number of plans we have not received, and the deadline for departments to get these in to be reviewed.
6. L. Horton voiced a recommendation for future meetings. If we are revisiting a plan, it would be helpful to add in that plan and minutes. A. McEntire noted this and the committee agreed this would be a very helpful.
7. The committee discussed what works best to have standing meetings. Tentatively, we are looking at the second Tuesday of the month.

The meeting adjourned at 1:57 p.m.