**Meeting Minutes 2/16/23**

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**Assessment Committee Meeting**

**3:00 pm – 4:00 pm**

**Location: Webex**

**In attendance: Jennifer Ort (Chair), Sharon Young (recorder), Jerry Wilcox, Brian Vernon, and Lai Vo, and Thomas LaPorta**

**Not Attending: Becky Hall, Patrick Hull, and Walter Cramer**

1. Old Business
   1. Meeting Minutes from 12/15/22 were accepted.
   2. W. Cramer provided edits to the Busy People’s Guide to Assessment.
      1. Edits were discussed and will be combined with B. Vernon’s edits and emailed to the committee. The document will then be posted in the Assessment Committee Teams page.
   3. T. LaPorta shared recommendations to make the page more user accessable, by including a summary of the committee’s charge before the graphic on the landing page. Also suggested was that the learning outcomes pie didn’t make sense to a student or outsider and should be removed from the landing page.
   4. There was a discussion that the crosswalk from reaccreditation standards to NECHE standards could be done the same time of reaccreditation.
2. New Business
   1. A survey will be proposed to ask faculty what they know about assessment and what kind of training they might need.
   2. A motion was put forth by B. Vernan to change the term limit for this committee from two to three years. This motion was seconded by L. Vo and the motion was unanomously approved.
3. The meeting was adjourned at 4:04 pm.