AIEC

August 31, 2020

3PM

Attendance: Sara-Beth Bittinger, Liz A Nelson, Troy Donoway, Benjamin N Norris, Kim H Rotruck, Janet A Mattern, Thomas D Sigerstad, Cindy E Herzog, Jill A Morris, Latisha V Cooper, Lea Messman-Mandicott, Denise L Murphy, Sara L Wilhelm, Jeff Graham, Sean Morton, Victoria Gearhart

Absent: Jill Morris

AGENDA

1. Meeting times – Currently first Monday of the month at 3 PM
2. New members: Victoria Gearhart representing Academic Affairs, Sean Morton representing AIR
3. Officers: Mike Mathias had been Vice Chair. Sara-Beth is willing to continue as Chair for one more year. Ben Norris willing to continue as secretary. Table decision of Vice Chair in for next meeting.
	1. Motion to approve both candidates: Troy Donoway, seconded by Jeff Graham. All in Favor
4. What do we want to accomplish this year?
	1. Groups / subcommittees to
		1. Exemplar departments – Kim Rotruck
			1. Some have been identified.
			2. Are we planning to upload to a website? How are we sharing?
			3. Identify at least one academic department and several non-academic units
			4. Recognize during 12 days of assessment
		2. Analysis of rubric – Janet Mattern
			1. Find some units (one academic, one Student Affairs, one Admin & Finance) and have everyone score them and come in and share out how and why we rated
			2. We’ll find gaps in what we are looking for
			3. Might be best to do it in January – closer to when we do the reviews
		3. Compliance Assist – Sean Morton
	2. Invite Dr. Nowaczyk to next meeting to discuss disconnect between normal assessment reporting and strategic plan assessment reporting
		1. Can this information be added to the strategic plan website to show timeline and progress?
		2. Nice to be able to track this in Compliance Assist
		3. What are the President’s priorities for the year?
	3. Revisit timing of the cycle? Try to eliminate some lag time?
5. For the October meeting – overview of Middle States peer report; scoping out responsibilities, additional workgroups needed, etc.