

**AIEC Agenda**  
**January 8, 2024**

**Minutes AIEC:** <https://www.frostburg.edu/academics/air/AIEC/aiec-minutes.php>

**3:00 PM**

**Attendees:** Sara-Beth Bittinger, Victoria Gearhart, Lynn Ketterman, Janet Mattern, Denise Murphy, Sean Morton, Donnell VanSkiver, Sara Wilhelm, Michael Williams

1. Review December [Minutes](#)
  - a. *Reviewed and Approved*
2. [Annual Report update](#), have depts who did not submit, submit and were they evaluated? Confirm all completed.
  - a. [SLAAG/GLAAG](#)
  - b. *Sean to follow up on both of these items and will report back at the next meeting.*
3. To cabinet:
  - Institutional Effectiveness [Plan](#)
  - AIEC [charter](#)
    - a. *Sara-Beth will update the website with the last review date.*
4. Other
  - a. Mission review process
    - i. *More information forthcoming from President Nowaczyk.*
  - b. MSCHE Self-Study Update
    - i. *Happening on January 22<sup>nd</sup> and 23<sup>rd</sup>.*

Adjourned at 3:14 p.m.