


AIEC Minutes

June 13, 2024

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

3:30 pm

Attendees: Latisha V Cooper <lvcooper@frostburg.edu>; Janet A Mattern <jamattern@frostburg.edu>; Sara L Wilhelm <slwilhelm@frostburg.edu>; Sean Morton <SMorton@frostburg.edu>; Jeffrey L Graham <jlgraham@frostburg.edu>; Lea M Messman-Mandicott <lmessman@frostburg.edu>; Denise L Murphy <DMurphy@frostburg.edu>; Ali Ashraf <aashraf@frostburg.edu>; Michael Williams <mrwilliams@frostburg.edu>

1. Dr. Bittinger is connecting with Ms. Lori Kimble to gather information regarding May minutes.
2. Review rubric assignments:  [Rubric Assign 2023.xlsx](#)
The rubric is [here](#).
3. Report discussion and edits regarding Final Report for FY 2023: [Assessment and Institutional Effectiveness Council 2023 draft.docx](#)
4. Mission review: FYI email update from FSU President, located at the bottom of the minutes (more information will be available regarding final Mission statement in the fall)
5. UAC/AEIC Summer Planning Session is scheduled for Tuesday, July 30 from 9:00am to 12:00pm in CCIT 397
6. July AEIC meeting is cancelled
7. Dr. Messman-Mandicott brought a recommendation forward to remove "The Process of Assessment per Action Plan: How were the results assessed?" from the Annual Report template in Compliance Assist since it is not scored on the Rubric and is duplicative of "Metrics/Measurements" question. Recommendation was moved forward via committee. Mr. Morton will work with company to have question removed for FY 2024 reports.
8. Dr. Graham brought a recommendation forward to edit the Assessment Rubric language for "Goals," under the "Yellow" section to read: "Goals do not appear to be fully reflective of the unit's purpose and mission and/or do not appear to be fully linked to college/division/university goals." Recommendation accepted by the committee and Dr. Bittinger will edit the Assessment Rubric.
9. Dr. Mattern recommended each AIEC representative meet with the respective Dean or Vice President to discussion annual report results of the college or division as part of our continuous improvement process, particularly as it relates to units that may need assistance or support with the assessment process. Recommendation was supported by Dr. Bittinger and was accepted by the committee.
10. Meeting adjourned.

Dear FSU Community,

We wanted to share an update with the campus community on our mission review process. A survey on FSU's mission statement and its components was circulated to the campus community and members of the FSU Foundation Board in last fall.

Three campuswide sessions were conducted in October 2023 to collect perceptions regarding the mission, vision, and core values. Eighteen individuals participated in small groups. Results can be found on our Campus Input October 2023.pdf.

Additionally, earlier this year we asked the leadership of shared governance to review these results and provide feedback.

The data from the survey and the open meetings does suggest that we have work to do on at least three components of our mission statement and a related statement in our vision:

- 1. Students apply knowledge and skills learned in the classroom to internship, civic engagement, study abroad, and research experiences to meet the challenges of a complex and changing global society:*
- 1. prepares future leaders to meet the challenges of a complex and changing global society;*
- 2. sustainability;*
- 3. a distinctive and distinguished baccalaureate education*

In early fall 2024, we will reaffirm our mission with Board of Regents approval and continue with the strategic goals for enrollment and campus culture, which will carry us through 2026. In 2026, we will embark on the task of developing the next iteration of a strategic plan.

Sincerely,

Al Delia and Ron Nowaczyk