

AIEC Minutes

November 4, 2024

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

Attendees: Sara Beth Bittinger, Ali Ashraf, Jessica Grater, Kim Rotruck, Lynn Ketterman, John Lombardi, Michael Williams, Sean Morton, Janet Mattern, Lea Messman-Mandicott

3:00 pm

1. [Minutes](#)
2. [Reports](#)
3. Jessica Grater, New AIR Director – *introductions of present committee members to welcome Jessica to FSU.*
4. Assessment of the New Strategic Plan – *looking for two volunteers to help with this review. Janet Mattern and John Lombardi volunteered to assist with this task.*
 - a. SEM
 - b. Bobcats Belong
5. 12 days of assessment-Volunteers – *content needed for each of the 12 days. Sara Beth will put out a call for volunteers to help with content for the assessment.*
6. Self-study – *Preliminary visit with Dr. Wubah on Thursday 11/7*
7. Overview of Helio Campus slated for December, Sean Morton
8. Reminder for departmental reports due 2/15/24 – *Sara Beth will send an email out for feedback before the holiday break.*

Meeting adjourned at 3:13pm

Kaena Smith, Project Management Specialist