AIEC Meeting Summary Notes: October 5, 2026

Institutional Effectiveness and Strategic Planning

Sara-Beth shared that she has met with the Provost and President to discuss the future direction of AIEC.

The decision has been made to continue the institutional effectiveness reporting cycle as conducted last year.

Leadership agreed that it would be problematic to pause assessment and reporting activities while awaiting development of a new strategic plan.

Continuing annual reporting is important for accreditation compliance and to ensure units remain engaged in documenting progress toward institutional objectives and key results (OKRs).

Sara-Beth noted that this decision should alleviate concerns expressed by some campus stakeholders about the future of the reporting process.

HelioCampus / Assessment System Support

Jessica provided an update on communications sent to program coordinators and department chairs regarding assessment reporting deadlines and required steps.

Assessment staff have offered to enter information into the system on behalf of departments if units provide their information through Word documents, emails, or other formats.

Jessica noted that relatively few individuals have taken advantage of this support option.

Committee members were encouraged to remind faculty and staff that assistance is available.

Once data are entered into the system, future maintenance should be significantly reduced unless program information changes.

Yum requested to be included on future communications so he can reinforce messaging and encourage participation within his area.

MSCHE Accreditation Updates

Sara-Beth encouraged members to review the recent Middle States presentation on the revised accreditation standards.

A key takeaway was the increased emphasis on:

Documenting student learning outcomes assessment.

Demonstrating use of assessment results.

Linking academic programs to labor market analysis and workforce demand.

Labor market analyses will need to be available for all academic programs.

The work of the Academic Program Prioritization and Review Task Force (APPRTF) will serve as important evidence, but this will remain an ongoing institutional responsibility.

12 Days of Assessment Initiative

Sara-Beth announced upcoming planning for the annual "12 Days of Assessment" campaign.

Collaboration will occur with Mia's team and Ty to expand visibility and engagement.

Social media will play a larger role in highlighting assessment activities across campus.

Committee members were encouraged to volunteer to present topics or showcase assessment-related projects and successes.

Potential topics include:

Assessment best practices.

Middle States standards updates.

General Education Program (GEP) assessment work.

Other campus assessment initiatives and accomplishments.

Meeting Administration

Jennifer Walsh requested follow-up discussion regarding a report document.

Sara-Beth agreed to meet individually and send a follow-up email requesting feedback and revisions.

Action Items

Action Item	Responsible Party
Continue annual institutional effectiveness reporting cycle	All units
Review and provide feedback on reporting documents	AIEC Members
Forward assessment support communication to Yum	Jessica Grater
Encourage faculty/staff to utilize assessment data-entry assistance	Deans and Unit Leaders
Monitor labor market analysis requirements for academic programs	Academic Affairs / APPRTF

Action Item	Responsible Party
Solicit volunteers and topics for 12 Days of Assessment	Sara-Beth and AIEC Members
Explore moving future AIEC meetings to a morning schedule	Sara-Beth

Closing

Sara-Beth thanked attendees for their participation, encouraged review of reporting documents, and wished everyone a good week before adjourning the meeting.

These summary notes were generated with Microsoft Copilot based on the Microsoft Teams meeting transcript and reviewed for clarity and organization. Source: AIEC Meeting Transcript, October 2026.