

I. Opening

- Call to order: 10:00 am

Committee Members	Area	Roll Call	Minutes vote
Brett Arrington	IR&E	Present	Motion to approve
Marcus “Drew” Dickey	Facilities Mgmt	Present	Approve
Amanda Gardner (chair)	OAIE	Present	Approve
Brandie Gibbs	One-Stop (SA)	Present	Approve
Elizabeth Sinor	SS Lab (OZ)	Present	Approve
Andy Stadler	OIS	Present	Second motion
Alisha Williams.	Advancement	Present	Abstain

II. March meeting minutes – approved

III. Topics

- Annual assessment update

Status’ update

2021-2022	4/20/22	5/17/22
Not Started	42	41
In Progress	14	14
Internal Review	1	2
Complete	1	1
Total projects	58	58

By Division

	Academic Affairs	Administration & Finance	President’s Office	Advancement	Student Affairs
Not Started	5	5	3	1	23
In Progress	7	4	0	0	0
Internal Review	1	0	0	0	1
Complete	1	0	0	0	0
Total projects	14	9	3	1	24

- Student Affairs plan – Dr. Aubrey Holt is entering all SA plans for 2021-2022 from their spreadsheets. She will update the SA spreadsheet to resemble the Weave format more closely for better transferability.
- Reports from committee on depts/offices assigned to them. Reminder that the committee now has Read access to all 2021-2022 projects in Weave and can look up who is assigned as editors to contact.
 - Alisha – her dept has plan and data but needs to be put into Weave; will reach out to other offices as soon as possible.
 - Amanda – only concern for Academic Affairs and Human Resources because of recent leadership changes. Not confident they will have a 2021-2022 plan completed.
 - Andy – All are on track but one; will reach out today.
 - Brandie- in the process of contacting; missing “Office-AA-community engagement & academic outreach (CEAO)” in her list – Amanda to check
 - Brett – his office will update their report after the end of the fiscal year. He is in the process of contacting his list of “not started”.
 - Drew – in the process of contacting his list of “not started”.
 - Elizabeth – Ozark fiscal affairs waiting on new leadership and may not complete a plan; Ozark computer services has a new person that she will contact; in the process of contacting other “not started” on her list.
- CAS Class update - Amanda
 - Update on current class progress – several have started but only a few are caught up.
 - Changes to final assignments
 - added a new summary report with action plan template and assignment
 - added a final assignment to update annual assessment plan from the CAS action plan
- Completed CAS reports ready for committee review
 - Institutional Research & Effectiveness (IR&E) – completed CAS study in Weave.
 - Amanda will send report to the committee for comments; please send back ASAP before our next meeting.
 - Amanda will compile comments and recommendations into a report for IR&E.

IV. Closing

- Next meeting: June 15, 2022
- Action items:
 - Come with an update concerning your “not started” list.
 - Send your comments and suggestions on IR&E CAS report to Amanda by June 14.

V. Meeting adjourned: 10:50 AM