

## Institutional Assessment Committee Minutes

January 27, 2022

2:30 – 3:00 p.m.

Zoom

Committee Co-Chairs: Tanda Emanuel, Instructor/Program Coordinator, Electronic Health Records/Health, Division of Health Sciences; Carlee Ranalli, Dean, Planning and Institutional Effectiveness

Committee Members: Fonda Franklin, Petra Friedrich, Lori Kendall, Mayme Kugler (unofficial), Kendra Perry, Alison Preston, Dawn Reed, VACANCY

**Present:** Tanda Emanuel (co-chair), Carlee Ranalli (co-chair), Fonda Franklin, Lori Kendall, Dawn Reed, Aaron Tyler (student)

The meeting was called to order at 2:34

- I. **Introductions:** The Committee members and student visitor introduced themselves
- II. **Approval of the minutes:** There was a motion to approve the minutes by Tanda and a second to the motion by Fonda.
- III. **Committee updates:** Carlee informed the committee that no one has expressed an interest in serving on the committee to fill the current vacancy. We will continue to look for a new member.
- IV. **Discussion of Surveys:** The committee talked about the PACE survey that was administered to employees in the fall. The results are in and Carlee is working to prepare the report. The SACCS survey will go out to students in the spring. Aaron suggested flyers might be a good way to encourage student participation as well as a slide in the student center on the digital display. A new graduate survey is also being prepared for this year that will collect necessary and useful data.
- V. **Discussion of the Strategic Plan:** Carlee gave a quick overview of the commitments in the new strategic plan. Assessment is the commitment most relevant to the work of the committee. There is a bullet point that involves developing an institutional assessment plan. An implementation team is being formed and more information will be coming in the future.
- VI. **Questions and Other Discussion:** There were no other questions or other discussion.

The meeting adjourned at 2:47.