Student Academic Assessment Team Agenda
May 15, 2023
Via Zoom

Chair: Mike McNally

Roll Call:

	Names			Names
√	Mindy Ashby		x	Jamie Hickam
√	Amanda Hannan		√	Dr. Kristin Shelby
√	Dr. April Teske		√	Mike McNally
x	Carrie Davis		x	Connie McGinnis
√	Kristy Stephenson		√	Judith Dollins
√	Craig Bradley		x	Dr. Ryan Thornsberry
√	Dr. Darci Cather		x	Chevis Thompson
√	Ian Nicolaides		x	Cecilia Knight
x	Mindy Reach			

√ indicates attendance, leaving blank indicates absent

Agenda Items:

I. Call to Order

The meeting began at 2:30 p.m.
Guest Speaker, Terri Johnson from WIDS

II. Approve Minutes of April 24, 2023

Tabled, no quorum

III. Additions to the Agenda

-None

IV. Items for Discussion

- **WIDS Demonstration- Terri Johnson, Presenter**
  Terri Johnson provided a demonstration of WIDS.

- **Assessment Timeline**

  Dr. Cather said there are some changes with the budget and the assessment cycle. Dr. Teske will email the assessment timeline but is still determining if she has the latest version as of April 14, 2022.

  Dr. Cather presented the budget cycle. Findings should be added to the FY23 CQI forms. Final recommendations should be submitted for FY24 based on preliminary budget requests submitted in February. In August, the new CQI is completed using the May findings and budget projections.

  Mike will use the summer months to review core competency data and write the 2023 SAA Annual Monitoring Report.

  The 2023 Assessment Day is scheduled for September 5.

  Dr. Teske stated that academic chairs, student affairs, and administrative coordinators need to be doing the walk-through in September to meet with Deans and Directors in October. Dr. Teske's advice is to have faculty have FY23 completed so that assessment day is about reviewing the CQI and having time to work on FY24 CQI and FY25 Budget Requests.

  Craig Bradley suggested outlining the expectations of what will occur during the assessment day. Dr. Teske suggested having faculty have conversations about FY23 findings and looking ahead to planning budget requests for FY25.

  Craig asked what we do if we need budget modifications. Dr. Cather suggested letting her know as soon as possible.

V. New Business

Planning of Convocation and Assessment Day in June's meeting.

Review of Action Plan.

Assessment Institute in Indianapolis (October).

Adjournment

The meeting adjourned at 4:07 pm as motioned by Mindy Ashby and Craig Bradley.