

**Meeting:** Student Learning Assessment Team

**Date:** 08/27/2018

**Time:** 2:30

**Location:** ACAD 1111

**Meeting called by:** Academic Leadership

**Attendees:** Faculty: Brian McCallum, Chip Marcy (recorder), Brandy Unruh, Chris Turpin, Nicole Dick, Brandy Unruh, Stacy Michelle, Lalani Kastleman

Co Curricula: Samantha Sanger

**Please read:**

Attached Documents:

\*link to Assessment Manual (sent 08/03)

\*Minutes from 04/30/2018

\*List contained in this Email.

**Please bring:** Some kind of electronic device or copies of these documents.

## **AGENDA**

- I. Approval of Minutes
  
- II. Approval of agreed upon assessment review schedule (mccallum)
  
- III. Discussion and division of tasks ( See List attached) (all)
- IV. Statement creation and approval RE: Process of data transfer for program reviews.

A description of the process that will be used to move data from program reviews into other appropriate processes, such as the budget, planning, quality improvement, scheduling, meeting student needs, and hiring processes as determined by the College;

- V. Adoption of File naming system (sanger)

**VI. Other new business**