Minutes of the College-Wide Assessment Mini-Retreat  
January 9, 2018  
2:00 – 5:00 pm  
AC 202

- Vice Provost Emily Williams welcomed all SACs to the pre-Spring 2018 Semester CWAC Mini-Retreat  
- Emily discussed the process of compiling assessment plans and reports: SAC works with Conveners, SAC reviews with Dean, changes are made after the dual review, and completed plans and reports sent to the Vice Provost for review as needed [with the Dean and SAC]  
- Discussion ensued on the importance of attendance at the upcoming SPOL training by all that are available on the days/times  
- Emily presented a PPT on Program Planning and Assessment; this will be uploaded on the website  
- In preparing for the 2020 MSCHE Self-Study Report, the 2010 MSCHE Reaffirmation Letter and 2015 PRR Response were provided, reviewed, and discussed with the SACs  
- Three Guests Presented to the Group: Dorothy Echols Tobe and Taylor Tapp (Planning), presented on SPOL; and Gurvinder Khaneja (Institutional Research), presented on the Evidence Inventory necessary for the 2020 Self-Study Report  
- Emily reminded the SACs that she would work with them and their Dean to clearly articulate Program Goals on the School web pages  
- The retreat successfully adjourned at 5:20 pm