

**CWAC Meeting**  
**September 27, 2017**  
**ASB 007-008**  
**Minutes**

**Members Present: Jackie Skrzynski, Christina Connor, Shaziela Ishak, Jay Carreon, Timothy Haase, Taylor Tapp, Michael Unger, Sarah Bolton, Emily Williams**

- The meeting began at 12 noon.
- Committee members signed in and introduced themselves.
- The Vice Provost (VP) and Committee members reviewed the agenda with the VP asking if there were additional items for discussion.
- Additional items for discussion included 1) Timeline for submission of Academic Plans and Assessment Reports and 2) Date for submission of Assessment Reports
- The committee reviewed its charge as found on the current iteration of the CWAC webpages.
- Several committee members were interested in the submission date of the Assessment Reports changing to the beginning of the Academic Year (last of August) to accommodate any changes and discussions on reports submitted at the end of the year – April/May. The report would still be submitted on June 30 with any updates submitted by August 30 to ensure full discussion by unit faculty and to promote accuracy in reportage.
- Library Representative commented on the importance of being able to see ‘common’ assessment information from all units from the Assessment Reports. The analyst from Planning mentioned that such is a feature that can be utilized in the new SPOL software.
- Discussion of new software for collecting Program Reviews, Assessment Reports and other data across administrative and academic units. The software is known as SPOL (Strategic Planning Online). Please view the cloud based software at <http://spol.com/>
- VP told CWAC members that WEAVE would no longer be used for Academic Plans and Assessment Reports. SPOL would be utilized for both and also for Program Reviews.
- Discussion from GECCo Chair about the work before the GECCo committee. VP emphasized the opportunity and importance to work in this period on aligning unit program goals and outcomes with those emanating from the new General Education curriculum.
- VP asked the committee to think of topics for the newsletter – Assessment Brief – for discussion at the next meeting.
- The meeting adjourned at 1:00 pm.

Collected by Emily Williams  
09/30/17