

## CWAC Meeting Minutes

**March 23, 2018**

**2:00 pm**

Present: Jay Carreon, Taylor Tapp, Timothy Haase, Jackie Skrzynski, Christina Connor, Michael Unger, Sarah Carberry, Gurvinder Khaneja, Emily Williams

Absent: Shaziela Ishak (sabbatical)

The agenda was reviewed and approved.

The minutes of the January mini-retreat and February CWAC meeting were reviewed and approved.

Spreadsheet for data collection for Program Plans and Assessment Reports was reviewed for use in the upcoming cycle. The spreadsheet will be useful in entering data into SPOL.

A discussion took place on the connections among Program Plans, Program Reviews, and Assessment Reports. Deans will submit these plans, reviews, and reports to the Vice Provost after reviewing for completeness/accuracy with the School Assessment Coordinators and Conveners.

A discussion took place of the rationale of CWAC members on the MSCHE Self-Study Working Group Standard V: Educational Effectiveness Assessment. Members rotating off CWAC are encouraged to continue their service on this Working Group.

The due date for the 2017-2018 Assessment Report is Friday, June 29, 2018, with early submissions welcomed.

There was no old or new business.

The meeting was adjourned at 3:00 pm.

Minutes recorded by Emily Williams