

Co-Curricular Assessment Committee (CCAC)
Meeting Minutes
December 4, 2019

Attended by: Summer DeProw, Mary Elizabeth Spence, Tiffany Johnson, Evette Allen, Joshua Smith, Beth Silverthorn, Martha Spack, Natalie Eskew, Kelli Listenbee, Courtney Sears, Emily Devereux, Kevin Hennings

- I. Minutes – Emily Devereux moved to approve. Natalie Eskew seconded. All approved.
- II. Unit Assessment Plans Peer Review – The Assessment Office commended the units on the exception work they had done on their plans. The committee reviewed the assessment plans for each unit and discussed their strengths and weakness. After the review, Mary Elizabeth Spence encouraged the units to review their plans and feel free to make edits.
- III. Next Meeting – Summer DeProw reminded that committee that the next meeting would be held on February 5th in the Faculty Center. The committee will train on Taskstream at that meeting.

Important Dates

Assessment Reports

- Assessment Office Spring Grant Applications are due January 31, 2020
- Learn@Astate abstracts are due February 10, 2020
- Learn@Astate is March 4, 2020
- Annual program assessment report due dates:
 - 2019-20 Assessment findings are due June 15, 2020
 - 2019-20 Action plans are due October 15, 2020
 - 2019-20 Status Reports are due October 15, 2020