Chair Maxwell Kwenda called the meeting to order at 3:00 pm. The minutes of the previous meeting were unavailable.

Carolyn Kinslow was appointed secretary, and members of the committee introduced themselves.

Karla Oty commented on the following items:

1. Members were reminded that we will be working with the academic year 2011-2012 assessment report.
2. The $15,000 of the grant fund for assessment activities had to be spent on re-testing seniors and freshman owing to the fact that the number who participated was not sufficient to be considered a valid sample. As a result, $10,000 is available to support assessment-related activities.
3. HLC suggested that Cameron have a five-year plan setting goals for academic programs, and that plan has been developed.
4. On the assessment calendar, curriculum maps are due in October. There will be a curriculum mapping workshop on September 14.
5. Thanks were extended to reviewers of Student Support Services.
6. Explained that the Global Comments box on WEAVE is now available for reviewers to make comments.
7. The next group deadline is for Enrollment Management on September 14th.
8. Of the reviewers assigned for Enrollment Management and the Advising Center, at least one had looked at the program last year. As assignments are made for this year, new reviewers will be paired with returning ones. Ten people will be assigned to General Education.
9. No Business and Finance representative has been appointed to the committee yet.
10. A training session for reviewers will be scheduled soon, and members will be notified of the time and date.

The chair adjourned the meeting 4:15.

Carolyn Kinslow

Secretary