Student Engagement & Success
Strategic Planning & Assessment (SPA) Committee
March 19, 2018
Lonestar Ballroom 142B
Meeting Minutes

Present: Amanda Drum, Yzaguirre Kristina, Mills Leslie, Schmidt Stephanie, Wilburn Brianna, Garza Erica & Osamor Nneka

I. Approval of Minutes – January 2018: Approved

II. Assessment Reviews
A. Career – Island Grow Survey: Approved with the following changes/additions:
   I. Department will use a sample group this summer.
   II. Question 3 will be changed to “during the current Semester”.
   III. It was recommended that the survey will be carried out for 3 semesters only, to avoid diluted answers over the years. (1st, 2nd·4th). This will be determined by Career Service.
B. Rec – Marketing Survey: Approved with the following changes
   I. “Are you aware of our intramural sports program?”
   II. “If yes, do you participate?”
   III. “Have you participated in any recreational sports program or event?” Will be deleted.
   IV. Question 5 will be changed to: “Have you participated in any special events?”
   V. Last question will include: “Check all that apply”.
   VI. Snapchat will be deleted from the list of social media as a news source.
   VII. Question 9, will be changed to: “What information were you looking for on the Website”, not site.
   VIII. Change the font to use lower case letters and remove the bold options.

III. CAS Self-Assessment Reviews -
A. Student Activities update
   a. External Reviewer – Schmidt has a list narrowed down.
B. Disability Services – Dashboard due May 1 and Kick-off mid-May.
   a. Erica – ex-officio
   b. Kelsey Legget
   c. Leslie Mills
   d. Counseling Center Rep
   e. TBD by department
   f. Student TBD by department
   g. External Reviewer – TBD
C. Amanda will be out starting April 23 for 6 weeks. But, CAS must proceed while she is out. She will convene meetings from home.
IV. SACS-COC Accreditation process is kicking off, the committee met on the 5th of March. Amanda and Lisa will be co-chairing Section 12 which talks about mission and programs for student and academic supports/programs. Resumes should be updated, in case it will be needed for SACS-COC. Readiness audit timeline is quick and everyone needs to satisfy the readiness audit by April 27.

V. Next meeting: July 30, 3:30-5:00