

**Student Engagement & Success  
Strategic Planning & Assessment Committee  
January 7, 2014  
Island Room  
Minutes**

**Present: Berkich, Drum, Gonzales, Howe, Kent, McFarland, Yzaguirre,**

- I. Approval of Minutes- the committee approved the December 3 minutes as presented.
  
- II. Assessment
  - a. CAS Self-Assessment Reviews - FY 2014
    1. Campus Activities – completed. Action plan drafted.
    2. Housing and Residence Life- Jan 22 - early March. Arlene will lead the self-assessment and Carla is observing.
    3. Internship Programs – March – April. Status pending. Ann Degaish may change this out for another program.
  
  - b. Assessment Review
    1. Rec – Sport Club Leadership. Recommendation to move to a four point scale.
    2. UCSA – UC Satisfaction Survey. Recommendation to remove “superior” from scale.
    3. Assessment – RTA Survey. Recommendation to change language on question #2.
  
- III. University Strategic Planning and Assessment Updates
  - a. Weave – Dr. Albrecht approved all Weave reports.
  - b. Assessment Council – Has not met.
  - c. Director of Assessment and Continuous improvement – Hired individual to do policy compliance and assessment work. Will begin in February. Reformatting office responsibilities and structure.
  - d. University Strategic Planning – Meeting this week.
  
- IV. Learning Outcomes
  - a. TAMUS Report – Complete. CAS to SES Matrix – Complete.
  
- V. Division Strategic Plan Achievement Updates – due January 31
  - a. Review as far back as August 2011
  - b. Not collecting evidence of implementation, but evidence should be available if requested.
  - c. Possible Status: Completed; In Progress; Ongoing

- d. Only input items that have been completed. Do not input items that are planned.
- e. There can be multiple programs per action.
- f. Send in an electronic copy.
- g. Do not add new actions – only add to the document, do not revise.

## VI. Trainings

- a. SACS-COC – Amanda Drum attended in December. They are developing webinar trainings meant for reviewers, but all directors and committee members are invited to attend.
- b. Weave
  - 1. Will only offer one planning lab
  - 2. Will place handouts on SPA website for reference
  - 3. Will schedule one-on-one meetings when necessary
- c. Other –Qualtrics training will be scheduled.

## VII. Meeting Schedule: First Tuesday of Each Month, 3:30-5:00, Island Room