

**Student Engagement & Success
Strategic Planning & Assessment Committee
November 5, 2013
Island Room**

Minutes

Present: Berkich, Drum, Feitel, Gonzales, Howe, Kent, McFarland & Yzaguirre
Guest: Nadem-Mollaei

- I. Approval of Minutes – the committee approved the October 1 minutes as presented.
- II. Assessment
 - a. CAS Self-Assessment- FY 2014
 1. Campus Activities – Late Fall 2013
 1. Arlene and Shahla sitting-in to learn how to facilitate CAS study
 2. Every committee member will need to complete CAS Self-Study How-To training at some point in near future
 2. Housing and Residence Life – January 2014
 3. Rec Sports – Spring 2014
 4. Internship Programs – Early Summer 2014
 - b. Assessment Review
 1. Veteran Meet N Greet approved via email by all members
 2. Housing- Cultural Awareness Pre/Post – Presented by Shahla Nadem-Mollaei and accepted by all as presented with exception of one typo.
- III. University Strategic Planning and Assessment Updates
 - a. Weave Update – FY 2014 plans by Dec. 2
 1. Changes in software will be discussed later.
 - b. Assessment Council- Council has not met
 - c. Director of Assessment and Continuous improvement- Position not yet filled.
 - d. Qualtrics- Accounts ready to be set-up. So not purchase or renew Survey Monkey or other subscriptions.
 1. Contact Bobby Martinez to create departmental accounts if desired
 2. Training will be provided later
 3. SES Survey Monkey subscription will expire December 8th
 1. Survey responses already on there can be accessed, but do not create any new surveys or distribute surveys from Survey Monkey.
 - e. University Strategic Planning-Action level goals due around November 11, 2013.Report out meeting November 20
- IV. Learning Outcome Matrix
 - a. TAMUS Meeting- Drum and Albrecht to San Antonio on Nov. 19 to meet with system schools on how to report.
 - b. Matrix Review- SPA committee may need to call special sessions to complete the matrix sooner
 - c. Matrix changes- Updated matrix attached
- V. Meeting Schedule: First Tuesday of Each Month, 3:30-5:00, Island Room