

Institutional Assessment Committee (IAC)  
Thursday, March 9, 2017  
ASU East Campus – Eula Lovett Hall  
3:30 p.m. – 4:30 p.m.

Present: Jeanette Arrington, Vickie Grant, Kalpana Sapkota, Shavecca Williams, Jason Goodner, Danyelle Gary, Stephanie Lawrence, Stan Brown, Frank Archer, and Saundrette Moody.

Welcome

Dr. Shavecca Williams welcomed everyone and gave a brief overview on the agenda.

February 23 Meeting Minutes

Minutes were reviewed by the committee and approved without corrections.

February 23 Meeting Survey Results

Survey report was reviewed.

The survey questions would remain the same with the exception that the first question would be revised by removing the word “first” in the statement--I understood the purpose of the first Assessment Committee Meeting.

Office of Financial Aid Unit Level Assessment

Williams discussed during a PowerPoint presentation how the administrative unit performance outcomes were closely aligned with the University’s strategic plan and mission statement. This discussion was followed by a summary of the accomplishments that resulted from the assessment planning meeting with the Financial Aid Office (FAO). The FAO director and co-directors created a mission statement for the office of financial aid and developed an assessment plan to formalize unit performance goals. A unit performance goal was to enhance customer service through customer service initiatives. The objective would be to implement a new tracking system called Who’s Next to reduce students wait time to address their financial aid needs and concerns.

Action Steps for Next Meeting

- Next meeting--March 23 on West Campus
- Sample academic program level assessments to be presented at the next meeting--Criminal Justice, Nursing, and Education.

Other Business

Instead of meeting in Lovett Hall after the Strategic Planning Committee adjourns, Williams announced that she would find another room to meet on the East Campus. The purpose for the location change would be to keep the IAC meetings on schedule at 3:30 p.m. and have audio/visual capability when needed.

Meeting adjourned at 4:29 p.m.