

# Administrative and Academic Support Assessment Committee (AASAC)

## Minutes

06.14.2021

### 1. Roundtable – What’s been accomplished so far?

- Each AASAC member provided an update of the work of their divisional committees. Jessica provided updates for the Provost’s divisional groups. Each has met and are on-track to have their assessment plans updated and submitted in Weave by 7/1.

Jessica also provided an update from the Finance and Operations DRC. Dr. Grieves was unable to attend. Dr. Grieves appointed two divisional coordinators who scheduled a training for their committee members. They are collecting and reviewing their assessment plans by 6/18 to assist committee members as needed and are on-track to have their assessment plans updated and submitted by 7/1.

Jessica provided an update on executive level plans. She has extended the due date for submission of these until after the incoming new hires are on-board.

Student Life provided an update that the DRC is on track to complete their plans by 7/1. Cat Nanney is coordinating the collection of those plans and is providing support to other committee members as needed.

Enrollment Management provided an update that the DRC has met twice and has established their plans. Brian noted that the DRC has established broad objectives that are applicable to the various student populations that are serviced regardless of level, location, or modality.

Development and Alumni provided an update that the DRC is working on their plan based on already established goals and metrics associated with those operations and will be prepared to have reports submitted by 7/1.

- There were no questions about requirements or additional support needs requested at this time.

### 2. Updates since last meeting

- Jessica provided an update on the work that’s been accomplished since the last meeting. She has met and consulted with nearly all DRCs. Training was provided by Dr. Ruane on Assessment Concepts. This was recorded and posted on the AASAC website. CJ Colley provided Weave training on entering assessment plans in the assessment management software. That was also recorded and is posted on the AASAC website.
- Most materials from the AASAC Teams site have also been posted on the AASAC website to allow access to DRC groups as well.
- Teams site

i. <https://teams.microsoft.com/l/channel/19%3a2add402ca6f44d1cb6d92e98cc4be3af%40thread.tacv2/General?groupId=b68ec0f4-3ff9-4ab7-a74a-d19db8cf8f81&tenantId=60d75c77-bd34-4913-a57b-a2c045419167>

- Websites

i. <https://www.fit.edu/institutional-research/>

ii. <https://www.fit.edu/aasac/>

3. Other Business?

- The committee had a robust and lively discussion of the role of the committee and how the work the committee and the DRCs do should and will tie into the work of divisions and planning throughout the university.

4. Next meetings

- Post-July 1 – Review and discuss plans
- Twice a semester moving forward