

Administrative and Academic Support Assessment Committee (AASAC)

Minutes

10.01.2021

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 their plan in place and is working on implementing their assessments throughout this academic year.

Jessica also provided an update from the Finance and Operations DRC. Each unit has a current plan in place and is working on implementing their assessment throughout this academic year. The one exception is the finance unit who will complete their plan post-audit. Mike Jones will coordinate with Jessica for support as needed.

Jessica provided an update on executive level plans. All are in place with the exception of plans for the President and Provost’ Office which are pending the fall board meeting to align to the strategic plan.

Bino was out of the office so Jessica provided an update that the DRC after conversation with Cat Nanney. Those plans are in place and were reviewed and revised in discussion with IR&E. Each has their plan in place and is working on implementing their assessments through this academic year.

Enrollment Management provided an update that the DRC has met regularly and made final revisions to their plans based on feedback from IR&E. He mentioned that one major assessment for the EM division has already been completed with the annual survey of admitted students.

Development and Alumni provided an update that the DRC has finalized and combined their plan. They are working on their assessments throughout this academic year.

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

Jessica stressed to the AASAC members that this is the time to communicate regularly with the DRCs to ensure that all assessment are being completed. Jessica encouraged each AASAC member to send a reminder in early November and to hold a meeting with their DRC before the end of the term to ensure fall assessments were completed and that each unit is prepared to administer their spring assessments.

2. Refresher

- Jessica refreshed the group on the relevant SACSCOC standards related to AASACs work and it’s relationship to standards around assessment and institutional planning. The

committee discussed the role of the committee, AASAC members, and leadership in the process.

- Jessica and CJ provided an update on the university satisfaction surveys. The drafts are near completion and will be shared for input in the coming weeks.
- Jessica also reminded the units to be mindful in their assessment to ensure they are inclusive of all students and employees as appropriate regardless of location or modality.

3. Resource

- Jessica reminded the committee of the free upcoming virtual IUPUI assessment institute and encouraged AASAC leaders to encourage attendance of appropriate staff members on their teams.

4. Other Business?

- No other business was brought forth for consideration.

5. Next meetings

- Beginning and end of spring 2021.