

**Non-Academic Assessment Ambassadors Meeting**  
**3PM, Wednesday, November 9, 2022**  
**Teams Meeting**

Present: Derek Converse, Sean Conklin, Sara Hartman, Maurizio Paniconi, Erin Lassial, Kristen Roberts, Johanna Lee

**Notes:**

- Review of the spreadsheet listing the programs/units that need to be reviewed.
- Assignment of who will review which areas.
- Discussion of the review process. When reviewing, note which ISLO and/or institutional goal the plan aligns to.

**Next Steps:**

- Complete the review process by the end of December.
- We will meet in January to review plans and work with people whose plans are still not completed or need edits.
- By the end of January, we will identify those areas who will be participating in this year's symposium. We will notify these people by the beginning of February and begin the symposium planning process. This will give us much more time than last year.