

## **Non-Academic Assessment Committee Meeting**

**2PM Tuesday | April 15, 2025**

### **Teams**

**In attendance:** Erin Lassial, Sara Hartman, Sean Conklin, Sarah Todd, Derek Converse, Kirk Jones, Maurizio Paniconi, Johanna Lee

**Absent:** Kristen Roberts, Shelly Thompson, Rebecca Snyder

#### **A. Review of 24-25 Annual Assessment Plans**

- a. Areas for this year's annual symposium were finalized. The areas with plans aligned with the IG: Optimize Enrollment will be divided into 2 groups. The second IG, Sustainability, will be one group since there are only three areas.
- b. Johanna proposed piloting walk-in sessions for the completion of an assessment plan like the walk-in sessions for creating plans. It will be important for areas to finish plans that are in Taskstream, so we have time to download them before July 1. It was agreed that we will schedule some dates in May after finals.

#### **B. Annual Non-Academic Assessment Symposium**

- a. Shelly reserved MCC 212-214 on June 3 from 1-3PM. She and Johanna will also work on refreshments.
- b. The format will be like last year with the larger group, Optimize Enrollment, being divided into 2 smaller groups to accommodate more discussion.
- c. The preparation document was reviewed, and 2 redundant questions were removed.
- d. Johanna observed that there were not any areas who had plans aligned with Sustainability this year. Options were discussed and it was decided that areas who had goals aligned with Sustainability would be invited to

discuss progress even though that was not what they formally assessed this year.

**C. Downloading Assessment Plans from Taskstream**

- a. Mau noted that the document listing the areas could not be edited.  
Johanna will update privileges.
- b. Johanna pointed out that any area who completed their plans in Taskstream cannot be downloaded until findings are entered.