

Non-Academic Assessment Committee Meeting

2PM Tuesday | July 2, 2025

Teams

In attendance: Johanna Lee, Kristen Roberts, Shelly Thompson, Kirk Jones, Erin Lassial, Rebecca Snyder, Sean Conklin, Derek Converse, Maurizio Paniconi

Absent: Sara Hartman & Sarah Todd

A. Review of the non-academic assessment survey

- Changes and updates needed – Overall assessment survey positive. The introduction section could be pared down. Continue report out, cap it to 5 minutes and highlights, key points, and commonalities of the discussion.

Keep the date of the Symposium as is for future to coincide with the year-end report.

Test technology prior to the start of the event.

- Campus response – send in September with changes to symposium. Add context to why we are keeping the date the same. Provide a recap of last year and an overview for the coming year.

B. Review of new Teams assessment repository

- Training plan –Kristen and possibly someone from IT may be co-owners of the NAA Team. Provide training as part of the walk-in sessions. This group will do their plans first in July or August Johanna will send out a couple dates.
- Resources: develop a training guide. Screenshots and written instructions are preferred to a video format

C. Fall Walk-in Sessions

- Structure: Send notice in September with directions and a deadline. Walk-ins an option if people are not confident on their own.
- Goals: Robust, Active, Enriching Campus Life & Build Greater Awareness
- Infusion of Enhance Diversity & Welcome annually