

## Academic Assessment Committee

### Minutes

December 5, 2011

11:00 a.m.

Admin 208

From: Wakefield, Dr. Gay

Sent: Sunday, December 04, 2011 11:31 PM

To: Martinez, Dr. Denise; Blaylock, Dr. Karol; Davidian, Ms. Teresa; LATOUCHE, DR. JASON; Burk, Dr. Jill; Rinard, Dr. Bethany D.; Teague, Ms. Kay; Bradley, Dr. Thomas; Schultz, Dr. Leah; Tarpley, Dr. Rudy; Erwin, Dr. Susan; Becker, Dr. Melissa

Cc: Snider, Dr. Larry Dwayne; Taylor, Dr. Diane L.; Cawthon, Dr. Don; Pierce, Dr. James; Styron, Mrs. Kelli; Benavides, Dr. Adolfo

Subject: Monday Meeting

Those of you who know me well know that I deplore meetings for the sake of meetings, especially at busier times of the semester. We have only three agenda items this month and only one is major(item 1 below). We have addressed that item in our meetings for each of the past two months and all but two colleges have addressed it, so it hardly seems unnecessary to call the entire committee together this month.

Instead, this e-mail serves as our virtual meeting for December 5 ...

Agenda items:

- 1) COAES and COST still have not scheduled me into their colleges for action-plan work/training sessions early in the spring semester. COLFA and COE are scheduled and COBA is in the process of scheduling. Beth Rinard and Rudy Tarpley, please provide--this week--potential dates and time when these sessions can occur in your colleges. As discussed in our last two meetings, I teach Tuesday, Wednesday, or Thursday afternoons, those times are not feasible. Please also remember that you need to provide times during which computer labs are available for the sessions.
- 2) This month's assessment checklist is attached. As always, please make sure all of your constituents are aware of it.
- 3) Please send me information right away regarding when it's impossible for you to meeting next semester, so that I can arrange our spring schedule.

If you have any questions, please let me know.

Hope you enjoy Monday's 11:00 hour in alternatively productive ways!

Merry & Happy to any of you whom I don't see before the new semester starts.

~ Gay

Dr. Gay Wakefield

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and

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“As for the future, your task is not to foresee it, but to enable it.” ~ Antoine de Saint-Exupery (1900–1944), French aviator and writer