Present: Paul Chown, Sheila Hall, Ruth Moon.

1. **Assessment Outcomes – progress report**
   Athletics, EOPS, and Counseling service areas have not yet been updated. EOPS and Counseling are in progress.

2. **Student survey** – There is still interest in an over-arching student survey, but at least for this next round, individual service areas will administer their own surveys.

3. **New and updated forms to aid in assessment** (Service Area Stoplight, Service Area Planning)
   The new forms were displayed and discussed.

The new stoplight page replaces the old one and is found here:
The planning page can be found here:

Submit & Edit Reports
Requires CR EMAIL user name & password
Degree/Cert Assessment Worksheet
Prodecures for Submitting a Degree/Cert Report

Close an Open Loop
Requires CR EMAIL user name & password

New And Updated Course Learning Outcomes
The reporting tool uses course learning outcomes that were approved at the beginning of the fall semester of the
4. Establish regular meeting time and frequency.
We will confirm this via email.

Meeting adjourned at 11:00am.
These meeting notes by Paul Chown.