1. **Assessment work update**
   - Accreditation visit feedback is positive – focus will be on planning, institutional indicators/benchmarks for future improvement, continue work we are doing. We need to write more about the “so what” – what improvements were made as a result of the assessment.
   - Zach is gone and position provided a lot of work for student dev. – we may need to be more independent in the future
   - Discussed how we set indicators/benchmarks – library data base is using average from 2006 for internal benchmark, others is proprietary so don’t have access for national average for benchmarks (have trend data too)
   - It’s helpful to write narrative as you are first analyzing – helps the thought process and us to understand the data better, as if describing it to someone while writing

2. **Assessment Thursdays**
   - Comp review template and assessment for this week
   - Other topics: planning cycle – ask Roxanne if she has an updated calendar and would want to come share or give us advance preview; examples from other services

3. **Program Review** – reviewed summary for Student Dev. Division

4. **Other** – Need to plan flex activity for January (review of survey/assessment work)