

**Central Assessment Team Minutes**  
**2019 - 20 Academic Year**  
**April 23, 2021**  
**Approved May 17, 2021 via email**

<b>Members Present</b>	<b>Chair</b> Greg Thomas, Brad Bowen, Michael Cuddy, Dacia DeBock, Alejandra Gonzales, Walt Jatkowski, Michaela Jones, Jen Litterer-Trevino, Nancy Miller, Lisa Smith
<b>Members Absent</b>	Jen Dare, Tim Glatzer, Mat Osborne, Anne Toner
<b>Agenda</b>	The agenda was approved as written.
<b>Minutes</b>	The April 9, 2021 minutes were approved.
<b>Review of Academic Year</b>	<p>Greg Thomas asked for reflection on this past year, what went well, suggestion, changes, etc.</p> <p>The suggestions for change are:</p> <ul style="list-style-type: none"> <li>• Improve Program Learning Outcomes (PLO) portion of assessment to include feedback and integrate.</li> <li>• Have a workshop in the fall to go over reports.</li> <li>• Include all items and make sure it is clear in the form.</li> <li>• Detailed directions and inclusive list of what CAT is looking for.</li> <li>• Work on a draft this summer to refine in the fall.</li> <li>• Website submission form for ease of filling out and have ability to add tables and charts.</li> <li>• Be able to autosave so can change as necessary and include multiple editors.</li> <li>• Preassign reviewers so CAT members know who's is who's.</li> </ul> <p>Additional items to think about are how to include adjuncts and concurrent instructors.  Need information on Support Service Programs, regular rotations, more reviews, what works and what does not work. Similar with the PLO's.</p> <p>CAT meetings will resume in the fall on the 2<sup>nd</sup> Friday of the month at 12:00 pm. If additional meeting(s) are warranted, they will be on the 4<sup>th</sup> Friday of the month at 12:00 pm.</p>

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Bobbie Patterson, Recording Secretary