Meeting Agenda

1. Introductions
   - Welcome Karen Van Ness & Jenny Kressel to the A & E Leadership Workgroup!

2. Workgroup charge
   - Overview of role & responsibilities as an A & E Leadership Workgroup member

3. Campus Labs update
   - Upcoming meeting/discussion with Campus Labs, CISO, ATS, Registrar, and SA regarding data security
     - Reminder: When surveying, avoid asking sensitive questions (i.e. questions that ask for information pertaining to race, gender, ethnicity, medical disability, immigration status, etc.)
   - Baseline Audit
     - Gelsey is compiling 2018 audit (identifying units using Baseline, types of questions asked with particular eye of sensitive questions, length of survey, etc.)
     - Discussion topic: For units that assess protected classes of students, should Baseline no longer be utilized?
       - FERPA training requirement for A & E Workgroup members and for anyone who uses Baseline (upload certificate of completion onto Baseline request form)

4. Director of A, E, and OD search update
   - The Director of Assessment, Evaluation, and Organizational Development position is posted
     - Start date = Early April
   - Ben White will serve as the A & E Leadership Workgroup interim chair and provide direction for the workgroup until the A & E Director position is filled
Upcoming Meetings - All meetings are from 11am-12noon in the VCSA Conference Room

February 21, 2019
March 21, 2019
April 25, 2019
May 16, 2019
June 20, 2019