

Evaluation & Assessment Committee
1:00 – 3:00 p.m.
March 1, 2024
Minutes

| Attendees | College | Present (Y/N) |
|----------------------------|----------------|----------------------|
| Warren Plugge, (Chair) | CEPS | Y |
| Sara Toto | COTS | Y |
| Nancy Pigeon | CB | N |
| Toria Messinger | LIB | Y |
| Junyuan Chen | CAH | Y |
| Hope Amason | EC | Y |
| Heather MacDonald Carchidi | CS | Y |
| Lidia Anderson | | N |
| Yahcub Sylla | ASCWU | N |

1. **Approval of February 16, 2024 minutes approved as presented at 1:06 pm**
2. **Approval of Agenda March 1, 2024 approved as presented 1:08 pm**
3. New student member introduction
 - a. **Moved to next meeting**
4. EAC23-24.06 – Access to SEOIs discuss updates
 - a. **Who has access – chairs, dept admin, directors, DPC will get access during the specific time frame**
 - b. **Heather can check to see if DPC has access**
 - c. **List has some dept secretaries, but not chairs, or some departments are not on the list**
 1. **Pull list from Watermark and query for job role**
 - d. **Policy that would specify who gets access regularly (chairs, dept admin, directors, deans, provosts, DPC during specific time frame) and who might be able to gain access through approval**
 - e. **Adapt language from other university policies (Sonoma State) on access to SEOI**
 - f. **Motion passed to have 5-90-040(48) item C reviewed by EC**
 1. **draft of policy language – paying close attention and consideration to whether the appropriate people/departments are mentioned**
5. EAC23-24.01 & 02 – Discuss Library Dean Adjustments & Approval of Dean Survey
 - a. **15 years now the Library dean survey has been the same as the other Deans survey; Library dean and UG dean surveys will go out to everyone**
 - b. **Action item: Ask Sidney if she thinks there would be something else to use instead of block 3 questions; Hope and Toria will talk to Sidney**
 - c. **UG dean description: need to clarify with Yoshiko what she does beyond the description so that we can capture all aspects of her work**

