Attendees

- **Beth Higgins, Chair filling vacant role**, University of Southern Maine (2019-2022)
- **Isaiah Vance, Incoming Chair**, Texas A&M University (2021-2023)
- **Kathy Zarges, Outgoing Chair**, Kent State University (2017-2020, 2020-2021)
- **Paul Higgerson**, University of Florida (2021-2023)
- **Eushekia Hewitt**, College of the Albemarle (2021-2023)
- **Gregory Square**, Eastfield College (2019-2021)
- **Kelly Mata**, Ohio State University (2021-2023)
- **Mary Carmel Etienne**, Hofstra University (2020-2022)
- **Katie Henry**, John Hopkins University (2020-2022)
- **Jennifer Rush**, Executive Office Liaison

Unable to Attend

- **Emilly Borthwick-Wong**, University of Reno Nevada (2020-2022)
- **Angela Bowlus**, Metropolitan State University (2020-2022)
- **Dana Parcher**, University of Colorado Boulder (2020-2022)
- **Monique Earl-Lewis**, Morehouse College (2020-2022)
- **Susannah Lawrence**, NC State University (2019-2021)
- **Lucia Maldonado**, Texas A&M International University (2019-2021)

**Call to Order (B. Higgins)**

**Chair Changes (K. Zarges)**
- Dan Chandler had to step down due to personal and professional issues
- Beth Higgins stepped in to fill the vacant role
- Isaiah Vance will come in as Chair for 2021-2023
- Kathy Zarges stayed on to assist Beth in 2021

**End of Year Report (K. Zarges)**
- Report provided to members via email
- Creation of online Assessment Institute was the primary goal due to COVID-19 restrictions and inability to host the event in-person
- Did continue to work on collaborations with Assessment Advising Community and other related groups
- Continue to review curriculum of the Institute each year
- Fostered connections with attendees during the Virtual event via social engagement opportunities etc.
2021 Assessment Institute Recap (I. Vance)

- Event Evaluations
  - Review individually prior to meeting (“AS21-Event-AdvBrd”)
  - Be prepared to discuss noteworthy aspects
- Structural Planning
  - Plenaries
  - Concurrent sessions
  - Workgroups
- Considerations
  - What should be retained from the ’21 virtual Institute?
  - What changes did we anticipate for ’21 that were put on hold but should be reintroduced?
  - Other opportunities for improvement?

Comments/Discussion

- Participants enjoyed having access to the videos of the sessions
  - Plenary 1 & 2 did have videos sent early for viewing before the event
  - Allowed for more time spent on discussion
- Participants like being able to go back to view session videos that they were not able to attend during the actual event
- Does Pillar Documents Concurrent Session need reviewed or consider alternate delivery method (pre-video) – showed less relevance than other sessions
- Should we look at a New Attendee web area with videos/hints for attending for the first time
- Work Groups – liked the ability to break out into smaller groups to work
- Should we look at categorizing sessions (Foundational, Intermediate, Advance, etc.)
- Strived to provide several engagement opportunities in a virtual environment to help participants make connections
  - Helped for those attending individually make connections
  - This virtual institute set the bar for all other virtual events – very impressive
    - Institute was well organized, flowed well, EO staff was amazing
- Do we need new topics for those who have attended multiple times in the past
- Maybe split the Plenary by new and returners
- Will there be a hybrid option in the future
  - Still to be determined, must remain consistent across all the Institutes
- Retain the pre-videos and discussion group for Plenary
- Create a flyer by role – if you are a XYZ consider attending these sessions etc.

Recognition of Outgoing & Incoming Members (I. Vance)

- Outgoing
  - Susannah Lawrence (North Carolina State University)
  - Lucia Maldonado (Texas A&M International University)
  - Gregory Square (Eastfield College)
  - Kathy Zarges – outgoing Chair (Kent State University)
- Incoming
  - Eushekia Hewitt (College of Albemarle)
  - Paul Higgerson (University of Florida)
  - Kelly Mata (The Ohio State University)

Call for New Advisory Board Members for 2022-24

- Nomination solicitation beginning March 2022
• **Beginning of the Year Report (I. Vance)**
  • Potential Goals – will be sent via email
  • If you have feedback or items for consideration, please reach out to Isaiah Vance.

• **Adjourn**