

**Minutes:** Assurance of Learning Committee

**Date:** Monday, December 2, 2019

**Location:** 124 Wimberly

**Present:** Ken Graham, Danny Franklin, Hannah Han, Kim Lyons, Shishir Paudel

**Excused:** Laurie Miller, James Murray

1. Approved the minutes of the 11-04-19 meeting (5-0-0)
2. Review of CITM Reports

Each committee member reported out on their evaluation of their assigned department CITM reports. Two members were assigned to each department. Review assignments listed below:

Accounting: Ken and Hannah

Economics: Hannah and Kim

Finance: Kim and Laurie

Information Systems: Ken and Laurie

International Business: Danny and Ken

Management: Shishir and Laurie

Marketing: Danny and Shishir

Discrepancies between reviewers were discussed and resolved. Miller was absent, so Graham took notes from those reviews and will schedule a time at a later date to meet with Miller to get her feedback.

Meeting adjourned at 1:56 p.m. Next meeting will be held in February 2020. Date to be determined.

Respectfully submitted,

Ken Graham