

COAT Meeting Minutes

I. Approve minutes from January 9, 2023

- a) Approved. Seconded. All in favor.

II. COAT Reports:

- a) CARC (Julia Wickett)
 - i) Processing 12 submissions
- b) Teamwork Rubric Review (Neal Alexandrowicz)
 - i) Could use more people to beta test before presenting rubric discussion in March to lead to the rubric's approval at the April meeting.
- c) Core Curriculum Assessment Draft Review (Sharon Eaves/Randy Kinnett)
 - i) Approved by Dr. Wang. Done for now. Forty-six pages long. Maybe need some updating in August.
- d) Canvas Development (Irene Bowen)
 - i) Sarah and Krystal reached out to the subcommittee re: Canvas course development for Summer Assessment Days and this being a part of the committee's work moving forward.
- e) Academic Affairs Advisory Council (Irene Bowen)
 - i) No report.
- f) Policies and Procedures (Gina Perkins and Calin Scoggins)
 - i) Revising the COAT Handbook to have updated draft for review by March. Focus is updating duties, adjusting procedures and requirements, and reorganizing the document.

III. New business:

- a) COAT Record Keeping System (Krystal Humphreys)
 - i) Need an institutional history for COAT. Need to save data on a SharePoint site or I: drive site. Need justification for any changes documented.
 - (1) Committee needed, maybe within the Policy and Procedures Committee.
 - (a) Move to create ad hoc two-year committee that will figure out how to best store and manage the history of COAT. Maintenance falling back to Policy and Procedures after two years. Seconded. Approved.

- b) Center for Teaching and Learning Spring 2023 Teaching and Learning Workshops (through Zoom):
 - i) Discussed CTL/COAT Teamwork Series: Teaching Teamwork: Strategies for Integrating a Core Objective into the Classroom (22 February 1:30-2:30 PM)
 - ii) Discussed CTL/COAT Teamwork Series: Putting It All Together: Facilitating Effective Group Work and Cohesion (28 February 3-4 PM)
- c) Summer Assessment Days Sign Up, Coming to an Email Near You
 - i) Only Communication's assessment requires volunteer artifact raters, and volunteer sign ups will be coming in March.
- d) Additional concerns/needs
 - i) If anyone has COAT History resources, documents, and/or COAT memories, send to Krystal via email.

IV. Movement to adjourn. Seconded. Adjourned.

V. Next meeting: Monday, March 13th at 4:00 p.m.