1. The Chair called the meeting to order at 11:30 am.

2. The first order of business was the approval of minutes from the November 1, 2021 meeting. The Chair put forward a call for a motion on the minutes. A motion was made and seconded that the minutes from the 11/1/21 meeting be approved. The committee unanimously approved the minutes (see attached voting record).

3. The Chair led a discussion about the evaluation and analysis summaries created by committee members for each goal in Strategic Direction I.

4. Committee members then volunteered to work in teams to review the data available for each goal and write a brief synopsis of the University’s progress on each University Goal in SD II and SD II for discussion in the spring meetings. The Chair will follow up with an email with further instructions and assignments.

5. OAIE agreed to survey the committee to identify spring meeting times.

6. The Chair adjourned the meeting at 12:28 pm.