

College of Liberal Arts and Sciences Department Meeting Log

Date: _____

Department: _____

Division: _____

Attended: _____

1. Program, major/minor/curriculum components or operational issues reviewed:

2. Assessment Method (type of evidence reviewed). Where is the evidence stored?:

3. Actions to be taken by the department:

4. Expected enhancement to departmental programming or support to other academic units:

5. Plan for follow-up actions or tracking: