1. Discussion of sub-committee “deliverables”
   a. Discussed deliverables listed on the agenda to clarify the mission of each subcommittee
2. HLC Matrix and rubrics
   a. Discussed rubrics as possible method for measuring progress and indicated that sub-committee 1 would look at these
3. UNC Assessment Map
   a. Discussed whether creating a “map” of assessment-related activities would be helpful for the council.
   b. **Decided that members would begin collecting information about assessment-related activities from their representative areas and provide to Kim**
4. AACU Engaging Departments Institute
   a. Kim requested that members review materials and develop recommendation regarding two questions: (1) Should we send a team? (2) Who should we send?
   b. Will discuss recommendations at next meeting.
5. Break for sub-committee – 10:30