



NATIONAL ASSESSMENT WEEK

EST. 2022

Summary Meet and Greet Notes for July 31, 2025

National Assessment Week Regional Representatives Meeting Summary

Meeting Overview

Host: Sakile Camara (California State University, Northridge - West Region)

Purpose: Onboard regional representatives for National Assessment Week planning

Date: Mid-summer meeting (next meeting scheduled for September 9, 2025)

Key Participants & Their Assessment Superpowers

- **Alyce Odasso** (Texas A&M - South): Facilitating shared ownership of assessment
- **Terrance Cao** (Pepperdine - West): Data file manipulation and formatting
- **Seta Khajarian** (Pepperdine - West): Assessment alignment
- **Andrea Brewster** (Calbright College - West): Re-envisioning assessment for competency-based education
- **Melissa Deadmond** (Truckee Meadows CC - West): Working with data and trend analysis
- **Emily Sharma** (Parker University - South): Project management and coordination
- **Kristina Young** (Cascadia College - Northwest): Extracting intent/outcomes and defining assessment needs
- **Cecelia Martin** (Clark College - Northwest): Calming people about assessment
- **Laura Kathryn Neal** (DeVry University): Identifying assessment gaps and alignment issues
- **Denise Shaver** (Pratt Institute - Northeast): Passion for assessment and knowledge transfer

About National Assessment Week

- **Fourth annual event** scheduled for the **first week of April**
- **Last year's theme:** "Getting Real with Assessment" (embracing challenges, being authentic and transparent)
- **Previous year:** Over 100 attendees in some presentations, well-attended events
- **Goal:** Build a national community and a comprehensive narrative about assessment value

Regional Representative Roles & Responsibilities

1. **Liaison function:** Connect the region with the national team
2. **Encourage participation** during National Assessment Week
3. **Share success stories** from campuses and regions
4. **Coordinate/co-host assessment events** (can repurpose existing campus events for a national audience)
5. **Reach out to regional contacts** and listen to area voices
6. **Marketing support** available from the organizing team

Important Dates & Next Steps

- **September (2nd week):** Planning meeting to discuss theme selection and vote
- **First week of April:** National Assessment Week 2025
- **Between now and September:** Regional reps should gather input from their areas about desired themes and activities

New Technology Tool: AMEE Flow

Sakile demonstrated a project management platform she developed:

- **User dashboard** for task tracking and completion
- **Team collaboration features** (can add staff/faculty to help with tasks)
- **Calendar integration** for event planning
- **Automated notifications** and progress tracking
- **Guest access** capabilities for dashboard sharing

- **Support ticket system** for technical issues

Collaboration Opportunities

- **Association for Assessment of Learning in Higher Education (AALHE)** reached out for potential collaboration
- **Possible panel discussions** with national organizations (AALHE, AACU, NACE)
- **Vendor presentations** (had 4-5 vendors participate last year on Fridays)

Budget Considerations

- **Events are free** for participants (no membership fees)
- **Regional collaboration** recommended to share costs
- **Typical speaker fees:** \$150-250 when budget allows
- **Alternative approaches:** Use campus colleagues, graduate students, or partners with other institutions

Resources Available

- **National Assessment Week website:** nationalassessmentweek.org (373+ members)
- **Slack workspace** for ongoing communication
- **Shared Box drive** with previous year's materials and templates
- **Marketing materials** and branding support provided
- **Toolkit** available on website

Action Items for Regional Reps

1. **Register** on nationalassessmentweek.org if not already done
2. **Join the Slack workspace** for ongoing communication
3. **Access the shared Box drive** for resources and previous materials
4. **Complete the first task** in the AMEE Flow system (register for meet and greet)
5. **Gather regional input** on themes and desired activities before the September meeting

6. **Begin campus conversations** about assessment practices and potential collaboration
7. **Put name in chat** for meeting attendance record

The meeting emphasized that National Assessment Week aims to be an inclusive, vendor-agnostic platform that serves as a "gap partner" to larger national assessment organizations, providing free, accessible professional development during a coordinated national week of assessment celebration and learning.