

Georgia Southern University

Georgia Southern Commons

Assessment Work Team Charges

Assessment Work Team

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Assessment Work Team Charge

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Assessment Work Team
Charge Approved: May 2015

Charge: Plans institutional effectiveness measures for the Library, reviews the results, and recommends improvements to policies, procedures and services based on the results.

Membership: Membership is open to all interested library personnel. The Library Assessment and Planning Officer will serve as an ex officio member.

Process Notes: The team coordinator(s) will be selected by the team members for a specified period of time; terms may be renewed. Each summer the team membership will be reviewed and library personnel will be invited to volunteer to be members, or asked if they wish to rotate off the team.

Team meeting agendas will be prepared in advance and sent to Zach-I, with an invitation for interested personnel to attend as visitors. Meeting essence notes, consisting of a brief summary of topics addressed, will be distributed via Zach-I and archived in Digital Commons. Team decisions must be ratified by the library faculty in the form of recommendations that are distributed at least three days before the library faculty meeting when the recommendations are to be considered.