Present: Ray Elson, Betty Paulk, Julie Lee, Linda Floyd for Nancy Redfern-Vance, Julie Reffel, Jane Kinney, Byron Brown, Peggy Moch

Absent: Rich Vodde, John Trombetta, Stanley Jones, Deb Robson, Fatih Oguz, John Grotgen, Linda Gooden

1. The minutes from January 15 were reviewed. With one small correction, they were approved unanimously.

2. The Institutional Effectiveness Reports that were chosen for review were split between five teams. The committee members were given until March 5 to review the reports and annotate any information they think the rubric will require. The teams will email their notes to the Office of Accreditation Compliance where they'll be combined into a report and sent to Julie Lee, UAC Chair.

3. Packets of reports and instructions will be sent to the committee members who could not attend the meeting today.

4. The next meeting will be March 12 at noon in the Library, room 1604.

5. Meeting adjourned at 12:30.