

## UAC Meeting

### September 10, 2009

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Members present: Julie Lee (Chair), Jane Kinney (Ex Officio), Ray Elson, Julie Reffel, Angela Henderson, John Grotgen, Stanley Jones, Nancy Redfern-Vance, Byron Brown, Fatih Oguz, Betty Paulk, John Trombetta, Peggy Moch

1. The minutes from the July 23 meeting were approved unanimously.
2. Joe Newton, Director and Chief Information Officer for Information Technology, attended this meeting at the request of the committee to discuss the OATS program from Georgia Tech. Mr. Newton informed the committee that while the program software is available for free from GA Tech, the VSU IT department is not capable of supporting it. Cold Fusion software would have to be purchased to run it and there are not enough workers in IT at this time to support it. Instead, he suggested using current platforms already in use at VSU and building our own program modeled after OATS. The UAC will look at the OATS software, see what it does and compare it to what VSU needs, then give a report to IT. Mr. Newton stated that IT would be able to test drive the program in spring 2010.

J. Kinney suggested forming a subcommittee to research OATS, decide system requirements for VSU, and create the report for IT. J. Kinney, P. Moch, and A. Henderson volunteered for the subcommittee.

3. The committee looked at draft memos to Dr Levy and pilot project volunteers. The memos were reviewed and approved by the committee. J. Lee will mail the memos today after the meeting.
4. Next, the committee discussed reviewing the Effectiveness Reports. J. Lee mentioned that there needs to be more consistency with the review statements. J. Reffel will work on the rubric. J. Lee tasked the committee to review the feedback report that was passed around and send any corrections to her by Friday, September 18.
5. The committee chose the departments that will be reviewed in spring 2010. The following departments were chosen:
  - Administrative Units –
    - Graduate School
    - Grants & Contracts
    - University Bookstore
    - One Card
    - Parking & Transportation
    - Student Health Services
    - Internal Audits
    - Special Events
    - Campus Recreation
    - Orientation & Leadership Programs
    - Student Conduct

- Student Life
- Alumni Relations
- Marketing & community Relations
- Publications & Design Services
- University Advancement
- Academic Departments
  - Art BA/BFA
  - Art Education BFA
  - Interior Design BFA
  - Biology BS/MS
  - Chemistry BS
  - English BA/MA
  - History BA/MA
  - Honors Certification
  - International Studies Minor
  - Computer Information Systems BS
  - Computer Science BS
  - Applied Math BS
  - Math BA
  - Dental Hygiene AAS
  - Cooperative Technical Program AAS
  - Technical Studies BAS
  - Office Admin & Technology BS
  - Business Education BSEd
  - Tech, Trade, & Industrial Education BSEd
  - Adult & Career Ed MEd
  - Adult & Career Ed EdD
  - Business Ed & IT MEd
  - Career & Tech Ed MEd
  - Workforce Education & Development MEd
  - Psychology BA/BS
  - Clinical-Counseling Psychology MS
  - Industrial-Organizational Psychology MS
  - School Counseling MEd & EdS
  - School Psychology EdS
  - Library & Information Science MLIS
  - Nursing BS & MS

6. Tasks for the UAC:

- Set up the three-year rotation cycle for the reports
- Make revisions to the report format
- Get draft rubric posted to WebCT or BlazeVIEW
- Switch WebCT to BlazeVIEW

7. The next UAC meeting will be October 15, from 2 – 3 p.m. in the Odum Library room 1480.
8. The meeting was adjourned at 3 p.m.

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