

UAC MEETING  
JANUARY 15, 2009  
LIBRARY, ROOM 1604  
12:00 P.M.

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ATTENDEES: BYRON BROWN, RAY ELSON, LINDA GOODEN, JOHN GROTTGEN, JANE KINNEY (EX-OFFICIO), JULIE LEE (CHAIR), FATIH OGUZ, BETTY PAULK, NANCY REDFERN-VANCE, DEBORAH ROBSON, JOHN TROMBETTA, RICH VODDE

ABSENT: ANTOLINA PILGRIM, JULIE REFFEL, PEGGY MOCH

1. Approval of Minutes: The minutes from the UAC meeting on November 20, 2008 were approved unanimously.
2. Minor changes were made in the letter about the spring voluntary review and the new draft was presented to the committee. After review, the committee accepted the changes and noted that the dates in the original will need to be changed. Julie will send the letter with a response date of January 30. Depending on how many reports are volunteered, the committee will make sure there is a variety of programs and a range of quality exhibited in the IERs selected. On January 26, a follow-up reminder email will be sent out for the January 30 cut-off date. Julie Lee will email the committee with lists of the replies.

Once the reports have been split between the subcommittees, they will be posted on WebCT for individuals to download. IT will be contacted about making the site secured.

3. The latest IER list was brought to the meeting for committee review. Jane Kinney has already contacted the programs and departments who haven't submitted their reports yet.
4. The Accreditation Office has been putting together a report form for the IERs based on a University of Mississippi Assessment Audit Worksheet. The report is a quick list of which units/programs have submitted their reports, what years the reports cover, and what use the units/programs made of the assessments. Jane Kinney will be adapting the form for use in the VSU Compliance Report.
5. The committee decided that it will adapt the rubrics provided earlier by Dr. Kinney as well as those brought to the meeting by Ray Elson to create a rubric that will cover specific VSU outcomes in reviewing the IERs.
6. The committee decided to wait until after the SP'09 pilot review before surveying departments on assessment needs that the UAC can assist with.
7. The meeting was adjourned at 12:45. The next UAC meeting will be on February 19 in the Library, room 1604.