

**University Assessment Committee**  
Meeting Minutes

April 28, 2010

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**Time:** 8:00 – 9:00 a.m.

**Location:** Room 1480 of Odum Library

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The regular meeting of the University Assessment Committee (UAC) was called to order at 8:02am on Wednesday, April 28, 2010 in Odum Library Room 1480 by Julie Reffel (Chair).

**Present:** Julie Reffel (Chair), Kristina Cragg, Angela Henderson, Peggy Moch, Deborah Robson, Nancy Redfern-Vance, Sonya Sanderson, Betty Paulk, Richard Vodde, Byron Brown

**Absent:** John Grotgen, John Trombetta, Stanley Jones, Christy Coons Yates, Ray Elson, Faith Oguz, Jane Kinney

**Other attending:** Pat Rozier

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**Approval of minutes of March 24, 2010 Meeting** – A motion was made to approve the minutes of the March 24 meeting. It was seconded and unanimously approved.

**SACS visit (Apr 6-8, 2010)** – Dr. Reffel and Dr. Cragg met with the SACS committee. The SACS team commended VSU for making significant improvements. There is still work to be done in getting ready for the SACS 5-year report.

**Online Portal for IERs** – Reports and Plans are due on October 15.

Dr. Cragg will be meeting with IT to develop a timeline and get feedback from the committee. It was suggested that a set of instructions and model would be developed. Dr. Cragg said a set of instructions would be developed as it gets further along.

Dr. Cragg and Dr. Reffel will draft a memo to be sent out letting departments know that since 09/10 Plans are ready, they can go ahead to complete to be ready for the online portal and remind them also about the 2-year Plan.

**Next Meeting** - It was decided to have electronic meeting throughout the summer. Dr. Reffel will need fall class schedules from committee members to set monthly meeting times.

**Adjournment** – The meeting adjourned at 8:40am.