



**University Assessment Committee**  
Meeting Minutes

**Date:** November 14, 2012

**Time:** 2:30 – 3:10 PM

**Location:** West Hall Conference Room 118

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The University Assessment Committee (UAC) meeting was called to order on Wednesday, November 14 at 2:30 pm in the West Hall Conference Room by Dr. Michael Black (Chair).

**Members present:** Dr. Michael Black (Chair), Dr. Bryon Brown, Mrs. Melinda Cutchens, Dr. Ray Elson, Dr. Hanae Kanno, Dr. Jane Kinney, Mr. Shawn Phippen, and Ms. Ginger Williams

**Members absent:** Dr. Colette Drouillard, Mr. James Holland, Mr. Stanley Jones, Ms. Bonnie Martin, Dr. Lynn Minor, Dr. Peggy Moch, Dr. Deborah Robson, and Dr. Christy Coons-Yates

**Others present:** Ms. Pat Rozier

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The October 18, 2012 minutes meeting were distributed and approved with one correction.

**Old Business** - None

**New Business**

Dr. Black provided feedback to the UAC about the Assessment Workshops and distributed handouts from the Assessment workshops to committee members who were unable to attend. The morning session had a larger number of participants than the afternoon workshop. Several who attended stated the workshops contain



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UAC members suggested inviting an assessment representative from each college to attend the UAC monthly meetings in Spring 2013. College representatives would be asked to share their college's activities regarding assessment and what the UAC can do to assist.

### **Announcements and Reports**

Program review wrap up meetings for the Academic Department Heads and Program Coordinators occurred in October and November. Final 2010-11 and 2011-12 feedback letters were sent in December 2012.

### **Meeting Schedule for 2012**

UAC will not meet on Wednesday, December 12, 2012. The next meeting will be Wednesday, January 23, 2013 at 2:00 p.m.

### **Adjourn**

The meeting adjourned at 3:10 p.m.