



# Outcomes Assessment Committee II Meeting Agenda

Thursday, September 20, 2012 9:00 a.m.  
Milton Hall, La Academia

## NOTES

Darlene darlenen@nmsu.edu

Tie Library in with IDEA grant - email Monica

## AGENDA

- Call to order
- Welcome and re-introductions
- Approval of meeting minutes from August 30, 2012
- Reports
  - UOAC
- Update on Call for Reports, Hotline Announcement, and website
- Announcements
- Adjourn

## ACTION ITEMS

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Minutes 08-30-12 (Thursday)  
**Outcomes Assessment Committee for Co-Curriculum, Administration and Operations**  
9:00 a.m. – 10:00 a.m.  
La Academia, Milton Hall, Room 185

**Members Present:** Brian Atwood, Michelle Bernstein, Brenda Blackburn, Kelly Brooks, Pamela Jeffries, Lisa Kirby, Sarah MacCallum, Carol Nevarez, Shelly Stovall, and Luis Vasquez

**Members Absent:** Sharon Jones, Norice Lee and David Melendez

**Staff Present:** Valerie Stuart

**Introductions:** Members, old and new, were introduced.

**Approval of Minutes:** The minutes from the May 17 and July 26, 2012 meeting were approved.

**UOAC Report:** Shelly provided a brief summary to new members describing the role of the UOAC. The Council had its first meeting in August. Michelle informed members that she will be unable to attend the UOAC meetings during the fall semester and that she would need a proxy to fill in. Brenda, Lisa, and Pam volunteered. They will determine what meetings they can attend among themselves. Brenda agreed to attend the September meeting.

**Update on Reporting Forms:** Michelle conveyed that development of the new electronic reporting forms is going very well. IRB has been very helpful and supportive throughout the whole process. Shelly and Michelle will meet with IRB in October to complete the final edits. The new form will help ease the reporting process for all units/programs.

**Call for Reports:** Michelle revealed that the call for reports will be announced via *Hotline* in early September and will be disseminated to the reporting areas by the President and Provost following the announcement.

**Next Meeting:** September 20, 2012, 9:00 a.m., La Academia.