Members present were: Val Anderson, Harriett Light, Pam Hansen, Gary Liguori, Bonnie Klamm, Charles Okigbo and Gene Berry.

Agenda Items and recorded notes are as follows: Chair Bob Harrold was absent and duties were assigned to Pam Hansen for the duration of the meeting.

1. Approval of minutes from the January 22, 2007 meeting - Done, motion to approve minutes by Harriet Light, seconded by Bonnie Klamm.

2. Additions to the proposed agenda and announcements
   A) Request for additions and updates to the proposed agenda – None
   B) Identification of a recorder for this meeting – Val Anderson
   C) Announcements – Justin Miedema resigned due to scheduling conflicts.
   D) Overview of handouts for this meeting – Items distributed included:
      a) Minutes of January 22, 2007 meeting,
      b) Progress on Reviews of Assessment Reports for 2006-2007
      c) Report of Activities of the University Assessment Committee
         Fall Semester, 2006-2007 Academic Year
   E) Fourteen reports were received as of January 1, 2007. Eleven additional reports are anticipated.

3. Committee Reports
   A. Update on activities of the General Education Committee – None
   B. University-wide Assessment Plan Subcommittee – Will meet February 26 at 1:00
   C. Communication and Training Subcommittee – Will meet February 26 at 1:00

4. Unfinished business
   A. Discussion of reviewing materials sent to programs in August – (Method: Electronic vs. paper copies) Committee suggested electronic. Harriet made a motion that editing of reviewing materials be moved to the UAC subcommittee, Gary Liquori seconded the motion.

   B. Items presented by members of the University Assessment Committee - None

5. New Business
A. Items presented by members of UAC - None

6. Other items as presented by members of the UAC - None

7. Meeting adjourned at 1:45 p.m.