

**Academic Policies and Procedures
Agenda
Friday, November 6, 2009 1:00pm
UCC 210**

Name	Present	Absent
Donohoe, Janet	X	
Dufoor, Leanne		X
Hooper, Mary		X
Gerhart, Hannes		X
Pearson, Meg	X	
Swamy-Mruthinti, Satyanarayana	X	
Chadwick, Nan	X	
Brown, Cheryl	X	
Luo, Fenqjen ("Jen")	X	
Nazzal, Allison		X
Rogers, Shelley	X	
Aldrich, Michael	X	
Johnson, Robert ("Bobby")	X	
Lingrell, Scot		X
Roberts, Quinderious ("Quin")	X	
Haley, Donna	X	
Hester, Mike		X

Also in attendance: Blake Presnal, Michael Richardson (ITS)

1. Meeting called to order at 1:00 pm by Chair, Janet Donohoe.
 - a. Approval of minutes from October 23, 2009 meeting
 - i. Motion passes with no objection
2. Michael Richardson from ITS discussed SEI online via Banweb
3. Student Evaluation Instrument discussion with feedback from our respective faculty.
 - a. Discussion ensued regarding department/college feedback on online versus paper SEIs, and using Banweb versus CourseEval for the delivery
 - i. For next meeting, we will think about our decisions that need to be made on (1) online vs. paper vs. combination, and (2) method of delivery for online SEIs
4. Next meeting scheduled for December 4, UCC 210, 2:00 pm
5. Meeting adjourned at 1:55 pm