I. Survey Discussion

Dr. Stephen Vives stated he and Dr. Charles Patterson have received comments on the surveys and have made revisions.

There was a discussion of redirecting the Department Chair’s survey to different administrators/staff that do not designate Department Chairs in their programs and including Coordinators in the survey for COE. Dr. Deborah Thomas will confirm COE contacts with COGS.

Suggestions were made to clarify questions on the surveys. Once the revisions are made Dr. Vives will send the link to the Taskforce for them to review. Dr. Vives asked the Taskforce to notify him or Dr. Patterson of any further changes. Surveys should be complete by next week for distribution.

Dr. Vives asked for suggestions on who will reach out to students to form a focus group. Dr. Patterson said COGS can do this during the summer. Dr. John King said COBA can provide tech support to put information on GeorgiaVIEW to help reach online students.

II. Rubric Discussion

Dr. Patterson distributed a handout of the revised rubric to show the trends of different programs. There was a discussion of who should complete the rubric. Dr. Patterson suggested having the Department Chairs complete the rubric and have verification by Dean.

The Taskforce recommended changes and minor edits be made to the rubric. A suggestion was made to include a research agenda and how much time is spent on research and advisement. Mr. Jonathan Harwell suggested adding a library section to include the following information: books/e-books, journals/e-journals, and databases.

Dr. Patterson will push information out through Google. Taskforce members were asked to continue sending suggestions to Dr. Patterson so he can reformate the rubric.

III. Other Items

Dr. Vives stated Dr. Jayne Perkins-Brown pulled data together to show trends of different programs. The Taskforce briefly discussed the spreadsheet and had a number of questions. Dr. Vives said he would compile a list of questions to ask Dr. Perkins-Brown. Dr. Thomas will send the arrangement of COE programs to Dr. Vives.

There was a discussion of how head count data is calculated and how different full time enrollment can alter results. Dr. Vives will send questions to Dr. Albertson to get Provost’s feedback regarding this issue.

Dr. Albertson distributed a handout of the Academic Program Forecast. Revisions will be sent in May. The
Provost Office should have an accurate list of potential programs once this is revised.

IV. **Adjournment**
Dr. Vives will talk with Dr. Fred Rich and see how the undergraduate surveys went.
The meeting was adjourned on April 22, 2011 at 9:15 AM.