The meeting was called to order at 4:00 p.m.

1. McCabe was selected to be the recorder for the meeting.
2. Approve Minutes: from Jan. 25th, Young motion and Barraclough 2nd - approved as presented. Guessing?
3. Business:
   a. Review of the current Program Data sheet issued by the Provost’s office and used in APC Reviews.
      - Is the “Resource” data really representative of programs? – consensus not really
   b. Continuation of the “What data to collect to assess programs?” quest.
      a. Look at document: APC Homework for 11-09-11
         Criterion 1: History, development and expectations of the program
         - Discussion on the retention rate and how do we normalize the data selected in this area. (no weight assigned to any measure at this time)
         Criterion 2: External demand for the program *
         - Discussion on the assistance we need to get valid data. (no weight assigned to any measure at this time)
         Criterion 3: Internal demand for the program
         - Discussion on defining level/degree of Gen. Ed. – universal vs. selected, defining and value-added of variety of “High-impact” practices. (no weight assigned to any measure at this time)
         Criterion 4: Quality of program inputs and processes
         - Discussion on defining faculty and staff expertise – (Special certifications, National engagement...?)
         Criterion 5: Quality of Program Outcomes
         - Discussion started but stalled due to time.
   c. Assign members to responsibilities – Task List – to be sent electronically with response for individual task requests emailed to Tim.
   d. Timeline for Program Assessments – revision of timeline (see updated doc. In S-drive)
   e. HOMEWORK - Start thinking about weights to assign to different data points

4. Future meeting dates and locations:
   Feb 22 - MPSC Platteville Rooms
   March 14 - MPSC University South Room
   March 28 - MPSC Platteville Rooms
   April 11 - MPSC Platteville Rooms
   May 9 - MPSC Platteville Rooms