

**RACEA Executive Committee
Conference Call
Minutes May 16, 2014**

Members attending: Allan Aycock, Barbara Brown, Danielle Buehrer, Jill Clayton, Bryan Davis, Mickey Williford

Members absent: Michael Black, Angeles Eames, Juliana Lancaster, Peter Lyons

Agenda

1. Annual Meeting Debriefing
 - a. See attachment for Treasurer's Report. It was suggested to start charging \$125 for future meeting registrations.
 - b. Jill's Assessment Survey:
 - i. **Action Item:** Jill will send survey out to committee members.
 - ii. **Action Item:** Bryan will send the attendance list to Jill.
 - iii. Mickey suggests changing the options on Q14 to usefulness for the SD to SA scale. **Action item:** Jill agrees and will make suggested changes.
2. Discussion of Communication Options
 - a. Listserv: Should we keep the RACEA list serve Kennesaw State University when no one at Kennesaw is on the Executive Committee? Barbara explored options, and the only one at the USG is SharePoint.
 - i. **Action Item:** Barbara will continue to explore other options. The Executive Committee will revisit this topic next time.
 - b. Conference Calls:
 - i. **Action Item:** The Committee will revisit this topic next meeting since Juliana is currently at the beach.
3. Update on CPR Standing Committee
 - a. Low Producing Programs Report: Barbara referenced Linda Noble's email. Below is an excerpt from the email:

“We have been working with the VPAAAs and Provosts to finalize a list of all low-producing programs at the institutions to submit to the Board at the May 20th meeting this month. This will be the first report on program productivity and will serve as the baseline for an annual May report to the Board. If they are interested, they should be able to get the draft lists we sent to all the VPAAAs/Provosts for verification. Several institutions have deactivated or requested terminations on some of the programs on the draft list, so the final list could look different when it is presented to the Board.”

Allan would like to know the expectations around Houston Davis presenting the report to the Board of Regents.

 - i. **Action Item:** The Committee will hold over this topic to the next conference call.

- ii. **Action Item:** Barbara will email Linda Noble Jill's question "What will they do about consortium programs?"
 - iii. **Action Item:** Barbara will attend the RACAA meeting and provide the Executive Committee with a report on the meeting.
 - b. Status of RACEA-RACAA Program Review Task Force: Barbara referenced Linda Noble's email. Below is an excerpt from Linda Noble's email:
"We are working with Dr. Davis to form a working group to look at all of our processes and reporting related to academic degree programs. We will extend invitations to some of the RACEA reps to participate on that group. Stay tuned there. We are hoping to form that group in the next few weeks and work over the summer as well."
4. Assessment Task Force Update
- a. All 23 survey respondents agreed to share their results. There have been no additional responses since the annual meeting. The Committee agreed to send it out to the people who did not respond.
 - i. **Action Item:** Bryan will get the information from David at EGSC. Once we receive these responses, then we'll talk about where we'll go from there.
5. Fall Meeting:
- a. The meeting will be a one day meeting and held in Macon. October 31 is the suggested date.
 - i. **Action Item:** Bryan will send a "Save the Date" to members and Jill will add it to the evaluation form.
6. Executive Committee Meeting Schedule:
The next meeting will be on July 11, 2014, at 9 AM. The Committee is skipping the month of June in order to have more clarity for and information from the Accreditation Intelligence Task Force and the CPR Standing Committee.

Additional Action Items: Barbara will ask Myk Garn for his presentation and Jill will place it on the RACEA website.

Meeting adjourned around 9:53 AM.

Minutes submitted by Danielle Buehrer.