1. The meeting was called to order at noon in the Beckett Conference Room. In attendance: J. Rulfs, C. Demetry, L. Mathews, H. Ault, K. Risssmiller, E. Desjardins, A. Heinricher, D. DiBiasio

2. The meeting was devoted to a discussion of the NEASC Series E forms needed for the June, 2016 mid-term report. KJR explained the E and S forms and AH provided examples from the 2011 visit. There was some discussion regarding updating of the WPI mission statement and how it currently relates to the Series E forms. The updated Series E forms must be completed for the June report. A wide-ranging discussion took place. One action item was that UOAC should meet with the appropriate departmental undergraduate program committees or curriculum/accreditation committees.

3. The meeting was adjourned at 12:50 am.