

Winthrop University Archives  
 Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of  
 Sub-Group: Department of Accreditation, Accountability and  
Academic Services  
 Series: Correspondence and Memoranda

Record Group no: W404  
 Sub-group no: 11K  
 Series no: 1

Description of series and its contents: **This series consists of correspondence and memoranda produced for or by the Department of Accreditation, Accountability and Academic Services in the Office of the Vice President for Academic Affairs. The Department of Accreditation, Accountability, and Academic Services (AAAS) has responsibility for supporting the achievement of the University’s mission by providing institutional data and findings from research and assessment to: Support evidence-based planning, decision making, and accountability processes; Support regional and specialized program accreditation efforts; Provide student and faculty academic support services. This series is organized by calendar year and chronologically thereunder.**

| <u>Box(es)</u> | <u>Folder(s)</u> | <u>Contents</u>  | <u>Year(s)</u> |
|----------------|------------------|--|----------------|
| 1              | 1                | Correspondence   | 2013           |
| 1              | 2                | Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:                             <ul style="list-style-type: none"> <li>-Retirement Reception for Rosanne Wallace, Dinah</li> <li>-Southard, Jane Mitchell</li> </ul> </li> </ul>   | 2015           |
| 1              | 3                | Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:                             <ul style="list-style-type: none"> <li>-Campus Climate Survey</li> </ul> </li> </ul>   | 2016           |
| 1              | 4                | Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:                             <ul style="list-style-type: none"> <li>-Courses on Blackboard</li> </ul> </li> </ul>   | 2017           |
| 1              | 5                | Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:                             <ul style="list-style-type: none"> <li>-New Interface – Interfolio Suite</li> <li>-AAAS Facts and Info Session</li> <li>-Blackboard Maintenance</li> <li>-Respondus Lockdown</li> <li>-Blackboard Downtime</li> </ul> </li> </ul>  | 2018           |
| 1              | 6                | Correspondence and Memoranda <ul style="list-style-type: none"> <li>• Topics:                             <ul style="list-style-type: none"> <li>-WU Facts and Information</li> <li>-Blackboard Maintenance</li> <li>-AAAS Website session</li> <li>-Blackboard Grader App</li> <li>-New Respondus Features</li> <li>-Respondus Webinars</li> <li>-Summer/Fall Courses Created on Blackboard</li> <li>-TechSmith Relay Updates</li> <li>-Diploma Test Bank Generator</li> <li>-Blackboard End of Semester Reminders</li> <li>-Reminder to Make Summer Blackboard Courses Available</li> <li>-Collaborate Ultra maintenance</li> <li>-Blackboard maintenance and downtime</li> <li>-Respondus Webinars</li> </ul> </li> </ul> | 2019           |

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|----------------|------------------|--|----------------|
| 1              | 6                | Correspondence and Memoranda Cont'd<br>• Topics:<br>-Reminder to make Blackboard courses available<br>-WU Facts and Info | 2019           |