

Compliance Certification
March 26, 2009

Present: Sophia Andres, Lail Grant, Roy Hurst, Maureen Page, Bob Perry, Karen Smith, Leslie Toombs, Denise Watts

I. Review of the Minutes from 3-26-09

The RTA dates should be for March not April. The minutes were approved as amended.

II. SACS Liaison

Dr. Watts once again requested that documentation be sent to her office for all sections.

III. Review of Standards

3.4.12: Technology use. Dr. Hurst has located more information on laboratories including the Mac lab in the Library and 2 labs in Founders. RTA 4-2-09

3.7.5: Faculty role in governance. Dr. Hurst's changes were approved. The lack of Graduate Council curriculum procedures was deleted as a deficiency. The section is ready for Leadership Team.

3.9.2: Student records. Ms. Sewell was not in attendance. The Certification Office has student records and it is not included. RTA 4-2-09.

3.9.3: Qualified staff. There was a question about whether or not staffing was included in the CAS Standards. In "Hiring Process," first sentence should read, "UT Permian Basin departments are asked to review the job description each time a position is available." Sentence 3, in same section should read, "Vacant administrative positions are advertised and search committees review the applications and interview qualified candidates." There was a question about who is the acting Student Life Director. The second sentence in "Staff Evaluations" should read something like, "Evaluations include a description of the employee's strengths and weaknesses as well as goals agreed to by the employee and the supervisor." RTA 3-26-09.

3.10.3: Financial aid audits. Delete paragraph 2 only. Ready for Leadership Team

3.11.1: Control of physical resources. Sentence 4 needs to be altered to, "Departments sharing in the responsibility for monitoring the University's controls include Accounting, Human Resources, Purchasing, Physical Plant University Police, Information Resources, Internal Audit, Compliance, Central Stores, and Student Housing." The next sentence can be deleted. Emergency Management needs to mention Falcon Alert, the Exterior Mass Notification System, and the interior mass notification system.

IV. Next Meeting

The next meeting will be held April 2, 2009 at 1:00 p.m. in MB 4206. The Team will review 3.9.2, 3.9.3, 3.4.12, 3.6.1 (documentation on UG/GR stacked courses), 3.4.7 (re-write).