

**Compliance Certification Team Minutes**  
**April 16, 2009**

**Present:** Maureen Page, Bob Perry, Teresa Sewell, Karen Smith, Denise Watts, Bobbie Williams

**I. Review of the Minutes from 4-2-09**

The minutes were approved.

**II. SACS Liaison**

Dr. Watts introduced Ms. Barbara Martin who is the new administrative assistant in IRPE.

**III. Review of Standards**

3.5.1: College-level competencies. Insert the EEO that is problematic in the mathematics placement study. Indicate why the 2009 report to THECB will not be required. Several editing changes were requested.

3.9.2: Student records. There was a question about the name of the Falcon Guide. Academic Advising should be deleted since it maintains no records. The nature of the records kept by the Campus Police were discussed.

3.9.3: Qualified staff. Delete the final paragraph. There was a discussion about whether or not there are rules for search committees and sentence 6 in the "Hiring Process" will be reworded. Change table to be linked to job description and resume of individual named.

3.11.3: Physical facilities. Reword the third sentence under Physical Plant to distinguish between those employees required to have a certification or licensure at hire and those who are encouraged to attain the credentials. Reword sentence 5 in Work Order Process paragraph. SchoolDude is one word.

3.12.1 Substantive change. RTA 4-23-09

**IV. Next Meeting**

The next meeting will be held April 23, 2009 at 1:00 p.m. in MB 4206