

Compliance Certification Team Minutes April 30, 2009

Present: Sophia Andres, Narita Holmes, Roy Hurst, Barbara Martin, Maureen Page, Bob Perry, Lori Sanchez, Teresa Sewell, Karen Smith, Leslie Toombs, Denise Watts

I. **Review of the Minutes from 4-16-09**

Change 3.12.1 first sentence should read: Relocate the first *two* references.

II. **SACS Liaison**

There are three sections still outstanding, 3.7.2, 4.6 and 4.7. 4.6 (recruitment materials) will come to the next meeting. 4.7 (Title IV responsibilities) has not previously been required because the information came from the Department of Education. The other missing section is 3.7.2, Faculty Evaluations.

QEP

No Report. Everything is in a holding pattern.

III. **Review of Standards**

4.5: Student Complaints. Reword sentence 2, paragraph 1 to eliminate the “etc”. In “General Student Complaints,” the first sentence should be changed to read, “The vice president for student services *and/or his or her designee* handles student complaints.” In “Academic Grievances,” reword sentence 1, to eliminate the “etc” at the end. Expunge the personally identifiable information in the example shown and add the paper trail of a real example, with personally identifiable information removed. In “Non-Academic Grievance,” expunge the personally identifiable information in the example shown and add the paper trail of a real example, with personally identifiable information removed. In “Discrimination and Sexual Harassment/Misconduct Complaints,” the last sentence should be changed to: *The faculty member is no longer with the university.* If needed, Human Resources will have documentation on the case.

3.2.13: Institution-related foundations. Take out all references to the Falcon Athletic Club. This organization is completely controlled by the university. Check the School of Business and Accounting Alumni Associations, and the Permian Honor Foundation to make sure they do not need to be included.

3.2.2.4: Governing Board Control. Look most closely at the business alumni organizations, the Art organization, Kinesiology may just be trying to start an organization to see if they qualify for inclusion. Narita will check the accounts to see if these organizations are under institutional control.

3.7.1: Faculty Competence. Dr. Watts reported that this section usually gets a lot of scrutiny and usually gets questions from the off-site committee. In regard to the last sentence, the dean’s offices have some documentation for adjunct faculty. The Office of Human Resources does not have any faculty personnel records. In “Mission Influence on Faculty Qualifications,” take out the first clause (As a general academic university of the University of Texas System).

3.7.3: Professional Development
This section is not ready. Members were urged to look at this section closely so that it can be discussed at the next meeting.

IV. **Next Meeting**

The next meeting date will be will be **June 4th at 1:00 in MB 4206.**