

SACS Compliance Certification Team Minutes

April 9, 2008

Present: Sophia Andres, William Fannin, Douglas Hale, Narita Holmes, Roy Hurst, Kelly Kinnard, Rebecca Oekerman, Robert Perry, Teresa Sewell, Karen Smith, Leslie Toombs, Denise Watts,

I. Review of Minutes from March 12th Meeting

Corrections were made to the spelling of Efren Castro's name, and Ms. Sewell corrected the reference to her as "Dr" in the minutes. The minutes were approved as amended. In a comment on the minutes, Dr. Hale noted that refusal to serve on a SACS committee is not an option.

II. Report by Dr. Denise Watts

Dr. Watts distributed a handout on the interpretation of standards used as training material for SACS off-site committee chairs as information. It was suggested that draft write-ups of compliance standards be brought to the next meeting to provide members with practice in reading write-ups. Dr. Smith suggested that a permanent matrix of sources be kept that show links that will or may change.

III. Editorial Guidelines

The editorial guidelines and the university editorial standards were distributed. Where there is a conflict the SACS editorial guidelines are correct for the Compliance Report.

IV. Subcommittee Reports

- Dr. Toombs' committee has distributed responsibility for the standards
- Ms. Sewell has used a matrix to help her group organize their work. She also noted a change in the subcommittee membership.
- Mr. Kinnard's group looked at information from other institutions to provide an organizational framework for their reports. He will accept information from his group members and do the actual writing and editing himself.
- Dr. Perry noted that Trey Wetendorf, will be leaving the university. Dr. Perry will keep Trey active in the subcommittee until his departure.
- Dr. Hurst noted that he has finished 3.4.1. He also noted that numbering has changed since last year making it difficult to find examples of some standards.
- Dr. Watts has drafted 2.4 and 3.1.1; she will bring them to the next meeting. She may also have 2.5 finished in time to bring it as well.
- Ms. Holmes has found examples for her sections. She noted that she is somewhat behind due to a recent illness.
- Dr. Andres will bring what she has completed to the next meeting.

Dr. Smith urged members not to fall behind on their work. Dr. Hale and Dr. Watts updated members on the status of the QEP, noting that the critical thinking proposal has been selected for implementation.

V. Next Meeting: April 23, 2008

Members who are supposed to bring completed standards to the next meeting need to email them to Dr. Oekerman by Friday, April 18, 2008.