

## **SACS Compliance Certification Team Minutes 6/11/08**

**Present:** Sophia Andres, Kelly Kinnard, Teresa Sewell, Karen Smith, Leslie Toombs, Denise Watts, Bobbie Williams

**Guest:** David Watts

### **I. Minutes from May 22, 2008**

The minutes were accepted as written.

### **II. Update from the SACS Orientation Conference**

President Watts began by updating members on information from the SACS orientation in Atlanta. He stressed the importance of integrity in the reaccreditation process, reiterating the need for evidence to support every element of each principle. The group discussed a variety of university "traditions" which have no supporting documentation and the need to develop formal procedures. He also announced that funding would be made available to hire a person who would be responsible for the Compliance Certification review. Assuming that there is a consensus of opinion regarding the necessity of this position, someone could be hired by September or possibly sooner. The present members agreed that this would be a welcome addition. Dr. Denise Watts will write a job description.

Denise Watts reviewed the reaccreditation timeline including the November 2-5, 2009 date for the off-site review and the April 12, 2010 date for the on-site visit. She noted that the off-site review is intense. Off-site reviewers are not able to ask questions of the institution regarding the sections/elements; clarity is absolutely necessary. She also noted that right now even one recommendation on the QEP from the on-site team would endanger our reaffirmation. Hopefully that will change in December, but no one is predicting exactly what if any changes will be made. Dr. Watts then gave members a brief overview of the on-site review process.

### **III. Update on the Web Advisory Committee**

Dr. Smith informed members that the committee has already met twice and examined the products of two different companies. Recommendations from the committee members on the two products will be submitted next week.

### **IV. Matrices and Templates**

Dr. Watts gave members a compliance certification draft containing drafts of the core requirements that have been submitted. She also passed out a set of compliance matrices; these allow members to organize their narratives, noting evidence (or lack thereof), deficiencies, and additional comments. Dr. Smith also suggested that members put together checklists for the various elements in their standards.

### **V. Review of Principles**

Members began by reviewing 2.7.4. Dr. Watts noted that the UT Telecampus has accreditation separate from SACS.

Members then reviewed 2.11.2 and 3.1.1. The university may not in compliance on these principles. Some of the documents referenced are out of date; others have yet to be approved. Dr. Watts suggested that a survey be administered covering the adequacy of the university's physical resources. Dr. Toombs suggested that such a survey may have already been done for students. Noel Levitz apparently covers adequacy of physical resources from the perspective of students. Mr. Kinnard will look into the matter.

Ms Williams then discussed 2.9. It was noted that she had used a single document list; she will divide it up later.

#### **VI. Meeting Dates for the Remainder of the Summer**

Dr. Smith suggested that, for the remainder of the summer, the committee break into small groups which will meet separately. She will begin working on a schedule.