

**Compliance Certification Team Meeting
September 11, 2008**

Present: Sophia Andres, Lail Grant, Narita Holmes, Roy Hurst, Kelly Kinnard, Maureen Page, Robert Perry, Theresa Sewell, Karen Smith, Leslie Toombs, Denise Watts, Bobby Williams

I. Review of Minutes from June 11, 2008

The minutes from June 11 were approved as written.

II. Review of Summer Activities

Dr. Smith discussed the SACS Institute for Quality Enhancement and Assessment which she and Dr. Watts attended. It was reiterated that, if we fail on any recommendation area of the QEP, the institution's accreditation is in danger. Dr. Watts passed out copies of the *Principles of Accreditation*. Dr. Smith encouraged members to press for funding for the QEP.

Dr Watts noted that the web subcommittee recommended a software package, Xitracs, subject to the purchasing process which may require bids. She also informed members that IRPE had received permission to add two new positions. One will aid in monitoring citations and information sources for reaccreditation, the other will act as a consultant for the Xitracs software. Also, UT System has given us permission to use their SharePoint installation, a program that allows for the creation of online documents.

III. Review of Compliance Certification Calendar

Dr. Watts noted that, because the two committees will be working in tandem, the Compliance Committee calendar has been written to sync with the Leadership Team calendar. She also warned members that the calendar allows for little flexibility if the committee is to stay on schedule. Rudy Jackson, the institution's SACS VP, will be invited to make a campus visit in June or July depending on his schedule.

IV. Review of Core Requirements 2.1-2.5

2.1: Approved with the addition of the website for the House Bill that changed UTPB to 4-year status.

2.2: A brief discussion of whether or not "*The presiding officers and a majority of other voting members of the Board are free of contractual, employment, or personal or familial financial interest in UT Permian Basin*" needs to be proven. Ms. Holmes noted that Board members are required to provide full disclosure. Approved with the inclusion of the disclosure policy.

2.3: Approved with the addition of some text on the date of the President's appointment. Dr. Watts submitted a suggested correction to bring the HOP into compliance with the UT System BOR Rules and Regulations. That correction was approved by the HOP Committee and will be submitted to the OGC at System. Dr. Watts urged members to report known deficiencies in the HOP to Dr. Fannin. Dr. Watts noted that the HOP committee will meet every week this month.

2.4: Dr. Smith inquired as to how we are expected to prove "learning" as stated in the standard. Dr. Watts responded that the mission statement, which alludes to "quality education", implies learning is taking place.

Ms. Page asked members to use "The University of Texas of the Permian Basin (UT Permian Basin)" in the first reference to the University and then use UT Permian Basin thereafter. System should be referenced as "The University of Texas System (UT System)" in the first reference and then use UT System thereafter.

2.5: Members discussed the Strategic Plan and the Master Plan. The Master Plan needs to be updated, should know what is happening in terms of the update by the next meeting. The Strategic Plan is out for review. Once it is approved on campus, it will be sent to UT System for approval.

V. The next meeting will be September 25th, 2008 at 1:00 pm in room 4206.

We will be reviewing 2.6-2.7.4. Members will be sent the write-ups for 2.6, 2.7.1, 2.7.2, 2.7.3, and 2.7.4 before the meeting. Please be prepared to review the sections.

We will also be collecting items for a faculty/staff/student questionnaire so if you need to get opinions or if you need information for a section, please bring that as well.