

Compliance Certification Minutes
November 13, 2008

Present: Narita Holmes, Roy Hurst, Leslie Toombs, Teresa Sewell, Karen Smith, Denise Watts,

I. Review of Minutes

The minutes from November 6, 2008 were approved as written.

II. Xitracs Update

The training for Xitracs will be held November 18, 2008 in MB4252.

III. Review of 2.8, 2.9, 2.10, 3.2.9, 3.2.10, 3.2.14

Section 2.10 will be returned to the agenda on November 20; section 3.2.13 will be returned to the agenda on December 4; section 2.11.1 will be returned to the agenda on January 22, 2009.

2.8: The second paragraph of page 1 will be updated with fall 2008 data. Under the "Adequacy of Instructional Resources" subsection, the numbers are available and will be entered. The 2009-10 Compact has been approved. In paragraph 3, "Rules and Regulations of the Board of Regents" needs to read "UT System Board of Regents Rules and Regulations".

2.9: On page 1, paragraph 4 the word "numerous" needs to be changed to a more precise word or phrase. The differences in total holdings between Table 2.9-1 and Table 2.9-2 should be clarified. The purpose of Table 3 needs to be made clear. The composition of the peer group was not clear. Dr. Watts will send the excel document that goes along with Table 2.9-3 which should clarify the group's members. Also on Table 2.9-3 a note clarifying what is included in "Total Expenditures" should be added. The "Collection Status" header should be changed to read "Collection and Resources Status".

2.10: 2.10 was distributed. It will be reviewed at the next meeting

3.2.9: Approved as written

3.2.10: There were several grammatical corrections. Also, the headers need to be changed to the correct format. The Faculty Senate is working on a policy that outlines the evaluation process and schedule for department chairs and assistant deans. Once completed, that policy revision needs to be included.

3.2.14: In order to make sure that the policies are "clear", the OGC has translated a number of them into laymen's terms. The *HOP* needs to have a cross-reference for students and staff members since the policy is currently located in "Faculty Issues". The standard was approved as written.

IV. Next Meeting

The next meeting will be held November 20, 2008 at 1:00 p.m. in MB 4206. The Team will be reviewing 2.10, 2.11.2, 3.3.1, 3.4.1, 3.4.2, and 3.4.3.