

SACS LEADERSHIP TEAM MEETING

Wednesday, October 21, 2009

3:00 p.m.

Present: Dr. Mojock, Ms. English, Dr. Howard, Dr. Meyer, Jackie Pierce, Dr. Sligh and Mr. Scott

1. Dr. Mojock welcomed everyone. Minutes from October 7 were presented and approved. No meeting was held on October 14.
2. The next meeting will be held on November 4 in the Board Room. No meeting next week as Dr. Mojock, Dr. Howard and Dr. Sligh will be at on-site team meetings.
3. SACS Attendees: Dr. Mojock, Dr. Howard, Mr. Scott, Dr. Sligh, Dr. Meyer, Jane Scott, Assistant Vice President and James Cason.
4. Discussion of topics remain as:
 - ✓Campus definition
 - ✓Substantive Change for campuses
 - ✓Computer/Information Literacy
 - ✓Catalogs for off-site and on-site teams
 - ✓Articulation coverage
5. Updates from committee chairs

Compliance Assist

Ms. English – Ms. English had the Compliance Assist set up as a visual for where items were being posted. Her committee has met for the third time and edited and produced 7 narratives. She is now uploading the second drafts of the certification forms.

She asked for the committee's input and approval for the methodology for creating the pdf's regarding the Florida Statutes. She demonstrated two different versions. The committee's recommendation was that the appropriate section be extracted and included and not use the entire section.

She also demonstrated where the minutes were located on the compliance assist web site. She asked for suggestions from committee members.

QEP/SLO

QEP - Dr. Sligh reported that the committee would be meeting again on Friday. The committee has notes and an outline but didn't have enough of the language ready to share with the committee. Dr. Graber will be here on November 6. Dr. Wagner has divided the committee into two teams and Dr. Graber will review the notes from these two teams.

SLO – Jane Scott is working hard to get them into Elumen. She wants to get them out to the faculty before the end of the semester. Faculty is being trained so they can enter their data into Elumen.

6. Compliance Certifications

CS 3.3.1.1 – Institutional Effectiveness: Educational programs, including student learning outcomes – returned to Dr. Sligh for specific examples, expanded details related to all listed documentation.

NOTE: A discussion of the use of “Unit reviews” or “program reviews” resulted in the decision to use CS 3.3.1 as an introduction in which the difference between units and programs was described. The Unit list agreed on by the Leadership Team will be used with the explanation that within the two major academic units (the two Dean’s areas) there are program reviews for degree programs and curricular areas. Dr. Meyer will work on 3.3.1.

CS 3.3.1.3 – Institutional Effectiveness: Educational Support Services – Returned to Dr. Sligh to add more details on use of results for the library, and details in the narrative that support the documentation listed.

CS 3.10.1 – Financial Stability – this document was not completed in time for the meeting

CS 3.10.4 – Control of Finances - Accepted

Mr. Scott stated that he would have Core Requirements and Comprehensive Standards related to financial matters ready for next week’s meeting.

b. Progress Reports

Mr. Scott:

CR2.11.1 – Financial Resources – Accepted, but revisions not yet made.

CR 2.11.2 – Physical Resources

CS 3.2.2 – Governing Board Control

CS 3.2.4 – External Influence

CS 3.2.6 – Board/Administration Distinction

CS 3.2.14 – Intellectual property rights

CS 3.3.1.2 – Institutional Effectiveness – Administrative support services

CS 3.10.1 – Financial stability

CS 3.10.4 – Control of finances

CS 3.11.1 – Control of physical resources

CS 3.11.2 – Institutional environment

CS 3.11.3 – Physical facilities

Dr. Howard:

CR 2.8 – Faculty

CS 3.3.1.1 – Institutional Effectiveness – Educational programs, including student learning outcomes

CS 3.3.1.3 – Institutional Effectiveness – Educational support services

CS 3.3.1.5 – Institutional Effectiveness – Community-public within educational mission

CS 3.4.2 – Continuing Education/Service Programs

CS 3.4.7 – Consortial relationships/contractual agreements

CS 3.4.8 – Noncredit to credit

CS 3.4.10 – Responsibility for curriculum

CS 3.5.1 – College-level competencies

CS 3.7.4 – Academic Freedom

CS 3.8.1 – Learning/Information Resources

CS 3.9.1 – Student rights

CS 3.9.2 – Student records

CS 3.9.3 – Qualified staff

FR 4.5 – Student complaints

FR 4.7 – Title IV program responsibilities

Dr. Mojock

CS 3.3.1 – Institutional Effectiveness