

SACS LEADERSHIP TEAM MEETING

April 8, 2009

2:00 p.m.

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

Dr. Mojock welcomed everyone and mentioned that he had observed students participating in the QEP outside the library. The survey would also be conducted at South Lake. There was good participation.

The minutes from the March 24th meeting were distributed. The minutes were approved as submitted, stands as approved and ready to be posted.

Dr. Sligh gave a QEP update. The results from the survey are being input into the Class Climate. His article about the QEP was published and he will keep copies for the SACS documentation. His next QEP Committee meeting will be May 1 and he asked that the Vice Presidents reinforce that this be a high priority item to their folks so they will attend. It was suggested that lunch be provided.

Dr. Sligh is still working on the idea of a video clip.

Dr. Sligh reported that not much had changed with the Student Learning Outcomes since the last meeting. It is a key time in collecting data and he and Jane Scott are meeting daily to focus on program evaluations, target courses and assessments. They will then change the program review to reflect the outcomes.

Dr. Meyer mentioned that the team has to show concrete results which have been established in the past. The 5 pilot courses from last year will be used and some others were mentioned. There was discussion about the program review and what documentation illustrates this and what was in the SLOs. Dr. Howard mentioned that we have the Resource Manual to use as a guide for what we have to include for documentation and we need to use it to make sure we are following what SACS wants. Dr. Meyer has added the recommendations from the Resource Manual to all the requirements and standards. It was also emphasized that we must have assessment of learning outcomes for all of our academic programs as well as the general education area. The Committee needs to be more attuned to the process. Dr. Sligh commented that the biggest struggle was getting the minutes from the various committees but everything needs to be documented and he is working on this.

Ms. English has a draft of all but 8 of the certifications and she and Dr. Meyer are slowly working through the stack. She discussed the need to step up the number that we are getting to the Leadership Team in order to get a first draft in place as soon as possible. She asked if more frequent meetings may be needed in order to complete the tasks. Ms. English has given all members of the Leadership Team a user name and password and the committee will need to sign on and change their password. The user name is our regular email ID and the password is lakesumter. The default font for compliance assist is Verdana 10. Everyone has reader access.

She will be happy to do a demonstration at the next meeting. Ms. English will convert all files to PDF. As the compliance certifications are posted in Compliance Assist, any missing items or links will be in red.

Dr. Meyer distributed a handout with all the certifications listed and what action had been taken on them. .

Dr. Mojock then moved to the certification forms.

Resubmission of CS 3.2.11 – Control of Intercollegiate Athletics: Accepted. Dr. Mojock asked about the style used in the forms and stated they needed to be formatted the same and they need to have consistency in the hard copy. Dr. Meyer and Ms. English stated that the document will be checked for style and consistency during the second review process.

There was additional discussion on font sizes and what should be used. Denise will make a couple of different choices and let the Committee decide which would be the best one to use. There was also discussion about Compliance Assist and the links.

CR 2.6 – Continuous Operation – Accepted

CS 3.7.2 – Faculty Evaluation – Accepted with revision and direction to update the Faculty Handbook to cover the entire evaluation process.

CS 3.7.3 – Faculty Development – Accepted with minor revisions and addition of material covering participation of department chairs in the Leadership Program. The Team also agreed to the addition of the Leadership Training information to previously approved CS 3.2.8 – Qualified Administrative/Academic Officers

FR 4.1 – Student Achievement – Accepted

FR 4.4 – Program Length – Returned to Dr. Rager for revision and additional links.

Dr. Mojock mentioned that Dr. Belle Wheelan had requested names for consideration for the SACS registry. Linda will send out an email and ask that anyone who is interested in serving to complete the form and return to the President's office for submission to SACS.

Adjourned: 3:45 p.m.
Linda Holiman/Dr. Meyer