

## SACS LEADERSHIP TEAM MEETING

May 27, 2009

9:30 a.m.

Present: Dr. Mojock, Dr. Howard, Dr. Meyer, Dr. Sligh, Mr. Scott, Ms. Miller

Dr. Mojock called the meeting to order and asked if there were additions/corrections to the minutes. There were none and minutes of the May 7<sup>th</sup> meeting were approved as submitted.

Dr. Howard was off campus at the start of the meeting and Dr. Mojock suggested that the committee reports be given after she joined the meeting.

Dr. Meyer distributed the latest version of the compliance certifications. There was discussion on keeping the certifications consistent and a decision was made to imbed the links connected to each certification in the body of the script instead of at the bottom.

There was a discussion about attendance at the SACS conference in Atlanta to be held December 5 – 8, 2009. Dr. Mojock, Dr. Howard, Dr. Sligh, Dr. Meyer, Dr. Rager and the new associate vice president will register to attend. Mr. Scott will take a look at the web site and see if it would be beneficial for him to go as well. Dr. Meyer suggested that a print out of the agenda be brought to the next Leadership Meeting so that appropriate meetings could be assigned as some of the workshops are very expensive.

Dr. Sligh is working on a list for the new QEP committee members. He is also still working on the charge to the new committee and will bring it forward to the Leadership meeting. He sent the proposed committee member list to Dr. Meyer.

Dr. Sligh also reported that Jane Scott is meeting with Dr. Jared Graber on June 6 and will have a full report on progress of the Student Learning Objectives by June 15.

Dr. Meyer reported for Ms. English, who was not at the meeting, that they have reviewed 44 of the 74 certifications at least once and they hope to have the other 30 reviewed by the end of June. Ms. English is inputting certification reports on Compliance Assist but there has been a glitch and the links are not working correctly. Barbara Perry is also up to date on Compliance Assist and will serve as back-up to Ms. English. Dr. Meyer commented on the tremendous amount of work that Ms. English is doing on these forms.

Dr. Meyer reported that the timelines that were requested by some committee members for submission of the certifications were not being followed. It was suggested that Dr. Meyer send a written request to the supervisor of the owner of the form when she does not get the certifications timely. The respective supervisor will then aid Dr. Meyer in getting the information she needs.

Compliance certifications:

CR.2.7.4 – Course Work for Degrees – Accepted with revision of EMS paragraph. Dr. Sligh will check on Fire Science, but according to the catalog, it appears that all courses can be taken at LSCC.

CS 3.2.12 – Fund-raising activities – Revisions suggested to shorten this one by putting Resource Development Committee information in a link and adding information about scholarships or faculty endowments from FACC and athletics fund raising, funds from both of which are held in the Foundation and fundraising approved by the President. Dr. Meyer will work on this one.

CS3.4.5 – Academic policies – Gary Sligh will revise to improve wording, rearrange order of text, and clarify some information. It is also recommended that a rule and procedure be developed to cover Professional Development processes (PDC, SPD, Sabbaticals, etc.) that will also apply to the CS on faculty development. Tim Kane and Dr. Howard will work on the rule and procedure with input from Dr. Sligh as well.

CS 3.7.4 – Academic Freedom – The font will be changed, the last statement of the first paragraph moved to the faculty section, and the student section rewritten by Jane Miller. Administrative Procedure PRO 3-01 will be revised to include specific procedures for safeguarding academic freedom. Dr. Sligh will do this.

CS 3.10.1 – Financial Stability - Dick Scott will revise this one.

There was discussion that the articulation agreements needed to be updated. Dr. Howard will take a look at the web site and work on standardizing the agreements. It was also suggested that the links shown in the certifications be verified that the documents that are listed, are in fact there.

Mr. Scott apologized to Dr. Meyer that he had not been timely with his reports and suggested that she and Denise had been placed in a tough situation. However, since it is evident that SACS is very important to LSCC, he will do what needs to be done. Ms. Miller suggested that the vice presidents reinforce the point that requests from Dr. Meyer regarding SACS information be given first priority until all of the certifications are finished.

Dr. Mojock thanked everyone for their healthy discussion and commented that good things always come out of the meetings.

The next meeting will be in two week and Linda will check calendars and let everyone know.

Adjourned: 11:40 a.m.  
Linda Holiman/Dr. Meyer