

## SACS LEADERSHIP TEAM MEETING

July 15, 2009

2:00 p.m.

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

Dr. Mojock called the meeting to order and asked if there were additions/corrections to the minutes. There were none and minutes of the July 1st meeting were approved as submitted. Dr. Mojock reminded the committee of Dr. Graber's visit to campus and that they would be coming together for lunch, followed by the meeting.

### QEP and Learning Outcomes Update:

Dr. Sligh informed the group that Dr. Mojock had sent the new QEP committee a letter asking them to serve. Dr. Sligh will send the group some research material prior to Convocation and will work with the co-chairs on a timeline.

As far as the SLO's, Dr. Sligh mentioned that they were focusing their attention on Dr. Graber's visit. He sent a power point and he will be informed about the items needing particular attention. He will also address some specific items such as the gen ed core. Dr. Sligh commented that Dr. Graber is aware of where we need to be.

There was discussion about whether or not the Committee needed to be in the meeting with the department heads. The purpose in getting everyone together is so that all can be on the same page to see where we need to go. What should the committee be providing Dr. Graber before he comes to campus? We need to keep him focused on the student learning outcomes on the academic side and give him examples on the non-instructional side and ask for his feedback.

There was lengthy discussion about using Dr. Graber during convocation – about when he would be needed and what he needed to discuss with the college. Dr. Mojock and cabinet will give the message to the college community that SACS will be the priority for the coming year. Then Dr. Graber will discuss how it will impact everyone and their role in getting prepared for the visit. There will be breakout sessions and there will be folks from Valencia to facilitate them. Dr. Howard and Dr. Sligh will outline what they want to happen and will share it with other members.

### Compliance certifications:

Ms. English stated that we were in a good place with the vice presidents overseeing what was outstanding so she is focusing on Compliance Assist making sure that everything that has been approved is uploaded on the website. She is also making sure that all the links that are needed have been made. It was suggested that different folks from each of the various departments also verify that the links are noted so Ms. English and Barbara Perry do not have all the responsibility to do so. March 15 is the date that SACS needs everything to them so we need to have everything done by mid-February.

The first version of compliance certification is due August 31; the second version is due October 15.

The current status certification report was discussed – what was complete and what was needed. Some of these are core requirements and those need to be in place before we can do some of the others. There are a lot of gaps and since we need to be done on August 31, Dr. Mojock asked the vice presidents to find someone to do it or do it themselves. Dr. Mojock also asked that half of the compliance certifications still outstanding be ready for the July 29<sup>th</sup> meeting. All certifications should be complete by the August 26 meeting.

CERTIFICATIONS:

CR 2.10 – Student Support Services – Accepted with request to add a brief statement at the beginning defining Student Support Services and Academic Support Services. Learning Center will be removed

CS 3.4.12 – Technology Use – accepted with minor revisions

Dr. Meyer will make the changes and send them to the Team as an FYI.

FR 4.6 – Recruitment Materials – Returned to Jane Miller for additional information on ownership of catalog materials and process for ensuring accuracy.

Next meeting will be held at 2:00 p.m. on July 29, 2009.

Meeting adjourned 4:10 p.m.  
Linda Holiman/Dr. Meyer