

SACS LEADERSHIP TEAM

August 26, 2009

2:00 p.m.

Present: Dr. Mojock, Dr. Howard, Dr. Meyer, and Mr. Scott

Dr. Mojock welcomed everyone and asked if minutes from the August 12 meeting had been reviewed by everyone. No changes were made and the minutes were accepted as presented.

Dr. Meyer distributed the agenda.

There was discussion about a meeting time as it had been suggested that the Committee meet once a week until the certifications are done. The recommended time to meet was on Wednesday but the time will be moved to later in the day to accommodate Jackie Pierce's teaching schedule.

Dr. Mojock asked Dr. Howard to speak to the Deans to suggest to the teachers that once they agree to serve on a Committee, they should try to work their teaching schedules around the Committee Meetings as much as possible.

The SACS timeline was distributed. Dr. Meyer had placed additional dates on the timeline and noted those.

The presentation of the notebooks for the visiting team was discussed. It was determined that the contents be placed in a spiral binder instead of notebooks and that they contain a table of contents and tabs. There was additional discussion about the technology that should accompany the notebooks. There are still several details to work on and the committee will continue to work them out.

The SACS Annual Meeting was discussed. The programs to be presented at the meeting have not been listed at this time. However, care will be given to make sure that the important programs presented will be covered by those attending, which are Dr. Mojock, Dr. Howard, Mr. Scott, Dr. Meyer, Dr. Sligh, and the new assistant vice president. Dr. Howard was asked to talk with Dr. Sligh and determine whether or not Jane Scott should attend in order to participate in the SLO programs which would be presented at the Annual Meeting. The question was raised as to whether or not Dr. Wagner or James Cason should attend or would the QEP Development already be done.

Dr. Marcy Stoll's visit was discussed. Dr. Meyer asked that everyone look at the planning schedule and give input as to what they might want/need to be covered. There was a discussion about the logistics of the on-site team's visits, i.e. arranging transportation, dining and motel arrangements, etc. Dr. Meyers office will work with Mr. Scott and the president's office to make sure that everything is covered.

QEP

Dr. Sligh was not in attendance due to taking his son to College. However, he left a draft of his "Process to develop the QEP" with Dr. Meyer and she distributed it to the Committee. He wants to send this document to Jared but wanted to get the Committee's feedback before he does so.

Certifications

Dr. Meyer distributed the updated certification list. As the Committee will now start meeting weekly, Dr. Meyer asked that the QEPs that are to be on the Agenda be sent to her by Monday each week so she can get them copied and out to the Leadership Team for their review prior to the Wednesday Meeting.

Next meeting will be Wednesday, September 2 at 3:00 p.m. in the Board Room.

Linda Holiman/Dr. Meyer