SACS Working Group Meeting

Present: Mary Lynn Manns, Jane Fernandes, Bruce Larson, Amy Lanou, Jessica Dunsmore, Nancy Yeager, Susan Reiser and Annis Lytle

Happy New Year! Bruce welcomed everyone to the meeting and thanked everyone for coming.

Bruce stated that we have three months until the SACS on-site review visit on March 27-29. The three items for today’s meeting are:

1) The Spring faculty meeting will take place at 11:30 am today as scheduled
2) QEP Update
3) Compliance Update

Two handouts were given to the group:

- Focused Report Standards with Assignment / Some Reaffirmation Dates of Note
- Ideas for Marketing the QEP

QEP Update. Mary Lynn stated that she will make a presentation to the faculty at today’s faculty meeting and also at the next Chairs and Program Directors meeting and the next Faculty Senate meeting. During her presentation she will clarify some possible misunderstandings about the QEP.

During discussion it was learned that there have been no applications for the QEP Director position. This was discussed at length. As a result, the position description will be reviewed for possible revision. Some items for consideration include: mentioning administrative support, including collaboration with the Director of Institutional Effectiveness; changing the term of appointment from 5 years to 3-5 years; indicating that the work would be more team-based than individual; and make explicit reference to funds that will be made available to hire adjuncts to meet the former teaching responsibilities of the Director (this is provided for in the QEP Budget). A new call for the QEP Director will be made within the next few weeks.

SACS Working Group members need to keep speaking with faculty individually about the QEP, being sure to note that participation in the QEP is not a requirement imposed on them, but rather a volunteer effort and that will make use of learning communities.

Marketing teams with students and faculty are being set-up. Susan, Amy and Mary Lynn will invite students to the next QEP Leadership Team meeting on January 12th.

Compliance Update. Bruce stated that one change has been made to the assignments for the compliance report: Jeff Konz will write 3.5.4 (Terminal Degrees of Faculty). He went to list the four documents that will be submitted to SACS:
1) Original Compliance Report with documentation
2) Focused Report responding to the 7 noncompliant standards from the Off-Site Review
3) Changed and New Standards Report
4) QEP

Jessica noted that she has completed most of her assigned standards and will forward them to Bruce.

Nancy indicated that she has been working with Susan Allman, the Director of Continuing Education and Distance Education, this week on in relation to the distance education aspects of standards 2.10 and 3.4.9. This collaboration has been mutually beneficial and prepared Nancy for successfully responding to the standards.

Jane asked Bruce to facilitate getting people across campus updated on our compliance efforts in preparation for the On-Site Review. Bruce indicated that he would also ensure that library-related compliance materials are sent to Jane so she can send them to relevant members of the library.

There being no further business, Bruce thanked everyone for coming and adjourned the meeting.

The next SACS Working Group Meeting is scheduled for January 20th from 9:00 to 10:00 am.