SACS Working Group Meeting

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

Bruce welcomed everyone to the meeting.

Handouts given to the group:

- The Inquiry ARC: Classroom Poster
- The Inquiry ARC: Faculty Poster
- The Inquiry ARC: Staff Poster
- Standards evaluated on-site, regardless of compliance status, per Federal Regulations (with campus contact)
- Non-Compliant Standards of the Off-Site Review (with campus contact)

**QEP Update.** Lisa updated the group on the changes made to the classroom poster and suggested that it be emailed to all faculty. She also suggested that the poster be printed on 11x17 paper and that at least 40 copies be printed.

Amy informed the group that 24 pilot applications have been received with 27 educators. The applications included some teams and she wanted input on the stipends for team members, if they should split one stipend or be given the whole amount. After discussion the group recommended that each person receive the same stipend bringing the total to 12 people.

Mary Lynn spoke about the timing for the next call for educators. The first Inquiry ARC (QEP) campus update email was sent last night; weekly updates will be sent.

With regard to QEP marketing, Mary Lynn went over the faculty and staff posters. The posters will be delivered across campus after spring break. She noted that the stickers have been printed and that the bookmarks will be printed soon. An Inquiry ARC (QEP) Facebook page has been created and the website has been updated. Mary Lynn updated the group on her plans to purchase two banners that would be displayed at the library and at the university union, funds permitting.

Mary Lynn also noted that visits with administrative units, as well as with student groups, have started; visits with academic departments have also been scheduled.

Lisa asked the group for feedback on how and when the exams to the freshman students should be given, with orientation being one possibility. In light of the ensuing discussion, Lisa asked the group to email her with comments and recommendations.
Compliance Update. Bruce noted that background materials have been sent to a variety of people on campus in preparation for our on-site visit. He will meet with them in the upcoming weeks to provide additional information and orientation.

An email has been sent out to our SACS on-site team requesting information on their Itinerary and needs during the March visit. Our on-campus work will include identifying people who will represent the university in relation to a variety of compliance and QEP-related meetings that are part of the on-site visit.

The next SACS Working Group Meeting is scheduled for March 2\textsuperscript{nd} from 9:00 to 10:00 am.

Meeting adjourned at 10:00 am.