8-5-11

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.

Mary Lynn stated that we are here to review the draft QEP that will be sent to Dr. Cardell today.

Comments on the QEP.

Mary Lynn shared the good news with the group that the QEP draft is posted and ready to be reviewed by Dr. Cardell. She will send the URL address to Jane today and Jane will forward it to Dr. Cardell.

Mary Lynn and Jane ask the group to take a five-day break from the QEP and work on it again after Dr. Cardell’s campus visit. Mary Lynn stated that she will continue working on the three-page document for the faculty meeting.

Amy updated the group on the major changes since our meeting on Monday, August 1st. The Inquiry ARC was changed with regard to the student experience and a new image was created by Susan. Some of the language was changed involving engaged and inquire. The assessment tool information was changed and the organizational structure chart was updated to include comments from the last meeting.

Jane ask the group to make no more edits until after Dr. Cardell visits campus on August 16 and 17.

Amy stated that the document is in good shape and that we have a meaningful plan.

Lisa updated the group on the assessment tool that we could use. She ordered the INSIGHT Assessment specimen kit on critical thinking used by Meredith College for its QEP; Lisa will touch base with the College on its use and results. This kit seems to align with what we need for our plan.

Mary Lynn updated the group on the three-page summary she is writing to inform the campus community—now that we have a stable plan in place, the summary will be sent out soon. An online “form” will be created to receive feedback. Mary Lynn will also update the QEP website and give an QEP update report at the fall faculty meeting.

Mary Lynn has two names for the QEP Lead Evaluator: Gary Brown from Washington State and Kate Williams from Eastern Kentucky University. Mary Lynn will email the details to the group and Jane will contact them to see if they are available.
Jane will send out the schedule for Dr. Cardell’s visit to campus on August 16 & 17 today.

Mary Lynn stated that she got feedback on the QEP student experience draft from the Brian Butler of the Philosophy Department. The response was positive and only minor changes needed to be made to the draft as a result.

Amy, Jane, Susan and Mary Lynn thanked everyone for all the great work and for the hard work done on this draft of the QEP.

Bruce shared a thought on deep communications with the group.

**Comments on the compliance report.** Jessica updated the group on standard 2.11.2. Jessica asked for guidance about the document, in particular, how to reflect the varying conditions of the buildings? As an example, Lisa noted that Carmichael Hall will be closed next week for an air quality check as a result of the discovery of loose tiles in the building. This gave rise to a wide-ranging discussion. Jane will check with David Todd on the situation. In response to Jessica’s question, Bruce suggested that we reflect the conditions of the buildings as accurately as possible.

On a related matter, the question of space utilization, especially classrooms, was raised. It was noted that utilization rates will vary depending upon the time periods chosen. It was suggested that the appropriate time period would be one that is (a) consistently applied and (b) sensitive to the real demands placed upon the facilities. Pat McClellan may be able to provide the necessary information.

Standards 2.5 and 2.11.2 will be sent to Dr. Cardell for review along with the QEP today.

The next SACS Working Group Meeting is scheduled for August 19th from 10:00 to 11:30 pm.

Meeting adjourned at 11:05 am.