

# SACS Steering Committee Meeting

## July 6, 2020

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The SACS Steering Committee met on Monday, July 6<sup>th</sup> at 1:30 p.m. via Zoom. Present were Ms. Pam Clark, Recorder; Ms. Jackie Gooch; Mr. Jeff Guenther; Mr. Chris Latham; Ms. Katia Maxwell; Dr. Katherine Quinnell; Dr. Jackie Smith; Dr. Bruce Thomas; and Ms. Debra Vaughn. Mr. Jonathan Craft, Ms. Lynn Frank and Dr. Holliday were absent.

In compliance with Governor Ivey's COVID-19 health order, the committee did not meet in person. Dr. Smith called the meeting to order at 1:30 p.m. She welcomed everyone and thanked them for their time. Dr. Smith asked for a motion to approve the June 22<sup>nd</sup> minutes. Mr. Latham made a motion and Dr. Quinnell seconded the motion. The minutes were unanimously approved on a voice vote.

### I. Purpose

The purpose of the meeting was to acknowledge any problems or questions with the narratives of the Compliance Certification Report.

### II. Discussions

- Dr. Smith stated we are in a good place, but we are not done. She requested each member to read another writer's narrative and make comments in the margin in a comment box. She asked the members to have their comments completed by Monday, July 13<sup>th</sup>. She asked the writers of the standards to review the comments and make any revisions by July 20<sup>th</sup>. All revisions should be saved in the SACS drive with the date included in the file name. The list of reading assignments will be emailed to the members.



Reading Assignments

- Dr. Smith added notes (highlighted in yellow) to the standards based on the resource manual instructions or best practices of the Sam Houston document. The notes indicate areas that need attention.
- All rosters have been completed with the exception of standard 12.2 (Student Support Services). Dr. Quinnell completed the roster for standard 11.2.
- All curricula vitae, job descriptions or any attachments must be saved in PDF format and uploaded into the standard folder. Live links should not be used.
- Dr. Smith encouraged the members to look at the language in standard 3.1.b (alternative approach) because it may be useful in their narratives. She stated the Policy Library is reviewed on a regular basis and can be a beneficial resource.
- Dr. Smith stated we have about 60 days to submit the report to SACS and the next meeting will be July 20<sup>th</sup>.

Dr. Smith thanked everyone for their time and effort on the report.

The meeting adjourned at 1:57 p.m.

Respectfully submitted: Pamela Clark