

SACS Steering Committee Meeting

September 19, 2018

The SACS Steering Committee met on Wednesday, September 19th at 2:00 p.m. in McCandless Hall 3rd Floor Conference Room. Present were Ms. Pam Clark, Recorder, Mr. Jonathan Craft, Ms. Lynn Frank, Ms. Jackie Gooch, Dr. Rosemary Hodges, Dr. Greg Holliday, Dr. Ron Ingle, Mr. Chris Latham, Dr. Ronnie Merritt, Dr. Katherine Quinnell, Dr. Jackie Smith, Dr. Bruce Thomas and Ms. Debra Vaughn. Mr. Jeff Guenther was absent.

Dr. Ingle called the meeting to order at 2:00 p.m. He welcomed everyone and thanked them for their willingness to serve on the committee. He stated that accreditation is the most important thing in the life of an institution.

I. Committee Charge

Dr. Smith presented the committee charge, which has been approved by the President. She stated that everyone in the room was specifically and strategically chosen based on their area of responsibility and expertise.

The SACSCOC Steering Committee will be responsible for the entire institutional review process leading to the Reaffirmation of Accreditation culminating with the On-Site Visit scheduled for early 2021. This will include the production of the Compliance Certification Report and the Quality Enhancement Plan. The team should outline the process for conducting the Compliance Certification review and for developing the QEP, establish a timeline for the completion of tasks, and identify and select individuals and groups to be involved in this process. This team will report directly to the University President for all activities related to the reaffirmation.

II. Overview of Reaffirmation Timeline

Dr. Smith spoke about the timeline of the reaffirmation activities:

- Orientation of Leadership Team – December 2018
- Compliance Certification Report - September 2020*
- Off-Site Peer Review – November 2020
- Commission on Colleges (COC) Staff Advisory Visit – Late 2020/Early 2021
- Quality Enhancement Plan (QEP) & Focused Report - December 2020*
- On-Site visit – January-April 2021

***or six weeks in advance of on-site visit**

III. Review of Handbook Components

- Dr. Smith stated the Commission on Colleges adopted new Principles of Accreditation. There are fourteen (14) total areas with three (3) new areas:
 - Governing Board
 - Educational Policies, Procedures and Practices
 - Transparency and Institutional Representation
- Dr. Smith spoke about the items in the binder which are the Institutional Summary, SACS Resource Manual and the QEP guidelines.
 - Institutional Summary – target date to submit October 1, 2018

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- SACS Resource Manual
 - All sections listed with (CR) are core requirements and have to be completed.
 - Each question has to be addressed in Section 4.1.
 - Section 6 is a Federal requirement where Graduate level faculty and new faculty will be reviewed on-site.
 - Section 10 is new. Policies have been identified that will help answer the standard.
 - Distance Learning and Traditional classes have to be treated the same.
 - Section 12.6 is a new standard for student debt.
 - Off-campus locations may be visited by the SACS team.
 - The website has to be maintained for correctness.
- QEP
 - Drs. Stevenson and Turner-White will summarize the last QEP results and share with the committee.
 - A topic could be used from the list of strengths from the Strategic Planning Committee.
 - QEP has to be about student learning or the environment around student learning.

IV. Brainstorm Methods for Implementation

Dr. Smith asked everyone to look at the contents of the binder and be prepared to discuss potential next steps at the next meeting.

V. Establish Next Steps

Dr. Smith will provide the following in an email to the committee members: Compliance Certification document, 5th Year Interim Report, Brainstorming for 10 Year Plan and the links for SACSCOC, QEP Summaries and the Off-Campus Centers webpage.

Dr. Smith opened the floor for questions. Dr. Holliday asked if the documents would be on the website electronically? Dr. Smith stated yes, there will be a landing page on our website where all the minutes and documents will be available.

The meeting adjourned at 2:50 p.m.

Respectfully submitted: Pamela D. Clark

Handout given at meeting:

1. Binder with Timeline, Institutional Summary, Resource Manual and QEP Information