



Wharton County Junior College

Leadership Committee Meeting

1. Leadership Committee Meeting Minutes

Item	Description
Date	January 4, 2008
Time	9:00 A.M.
Location	Administrative Conference Room

2. Attendees

Role	Name
Chair	Betty McCrohan
Minute Taker	Deanna Feyen
Attendees	Pate, Dr. Ty; Kocian, Bryce; Pinson, Dale; Youngblood, Pam; Collins, Leigh Ann; Rehak, Patricia; Stavinoha, Natalie; Taylor, Dr. Wayne
Absent	Jones, Dr. Dan

3. Agenda

	Topic	Owner
1.	SACS-Review the core standards for the Compliance Report	
2.	Other Items	

4. Information Items

	Description	Date	Participants
1.	<p>Edits from Bruce:</p> <p>2.1 – A discussion occurred over links within the document. It was decided to have the link include subchapters and additional information. The file was saved with the current date and left in the folder for Pam to retrieve.</p> <p>2.5 – Changes were accepted. Dan will make additional changes according to Bruce’s suggestions. Dan will add links to the narrative.</p> <p>2.9 – Kwei will provide the correct title for the libraries policy and procedure manual. Pam will fix the link of java.com. Leigh Ann will get clarification on the tables. Hyperlinks need to be reviewed. Changes were accepted.</p> <p>2.10 – Changes accepted</p> <p>3.2.2.3 – Changes accepted</p> <p>3.2.1 – Changes accepted</p> <p>3.2.2.2 – Leigh Ann will check standards for the way regulations are listed so they are consistent. Changes accepted</p> <p>3.2.3 – Ms. McCrohan will check Reg. 005 for the correct term of “code of ethics”. Changes accepted</p> <p>3.2.4 – Ms. McCrohan will check Reg. 005 for terms. Changes accepted</p> <p>3.3.1 – This standard does not reflect the changes from the SACS</p>		

<p>annual meeting. Changes accepted</p> <p>3.2.2.1 – Changes accepted</p> <p>3.2.2.4 – Changes accepted</p> <p>3.2.5 – Changes accepted</p> <p>3.2.6 – Changes accepted</p> <p>3.2.7 – Changes accepted</p> <p>3.2.8 – Ms. McCrohan will review resumes. Changes accepted</p> <p>3.2.9 – Changes accepted. Evidence of the hiring process needs to be added.</p> <p>3.2.10 – Leigh Ann will fix the source document titles. Changes accepted</p> <p>3.2.11 – Changes accepted</p> <p>3.2.12 – Changes accepted</p> <p>3.2.13 – Changes accepted</p> <p>3.2.14 – Changes accepted. Leigh Ann will review the source documents.</p> <p>3.4.1 – Natalie will check on the handbook changes. Changes accepted</p> <p>3.4.2 – Changes accepted</p> <p>3.4.3 – Changes accepted</p> <p>3.4.4 – Changes accepted</p> <p>3.4.5 – Changes accepted</p> <p>3.4.6 – Changes accepted</p> <p>3.4.7 – Changes accepted. Further review will be made to the narrative.</p> <p>3.4.8 – Changes accepted. Source documents need to be checked.</p> <p>3.4.9 – Changes accepted</p> <p>3.4.10 – Changes accepted</p> <p>3.4.11 – Changes accepted</p> <p>3.4.12 – Additional information will be added to the narrative. Changes accepted. Pam will clarify the amount of computers at each location. Leigh Ann will follow-up with Bryce on how many computers are at the Bay City location.</p> <p>3.5.1 – Changes accepted. Need to review based on changes at the yearly meeting.</p> <p>3.5.2 – Changes accepted</p> <p>3.5.3 – Changes accepted</p> <p>3.7.1 – Changes accepted</p> <p>3.7.2 – Changes accepted. Needs source documents.</p> <p>3.7.3 – Changes accepted</p> <p>3.7.4 – Changes accepted</p> <p>3.7.5 – Changes accepted</p> <p>3.8.1 – Changes accepted. Leigh Ann will ask Kwei about Table 1. as a hyperlink.</p> <p>3.8.2 – Changes accepted</p> <p>3.8.3 – Changes accepted</p> <p>3.9.1 – Changes accepted</p> <p>3.9.2 – Changes accepted</p> <p>3.9.3 – Changes accepted</p> <p>3.10.1 – Changes accepted</p>		
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<p>3.10.2 – Changes accepted 3.10.3 – Changes accepted 3.10.4 – Changes accepted 3.10.5 – Changes accepted 3.11.2 – Ms. McCrohan will review for hyperlinks. Changes accepted 3.11.3 – Changes accepted. Ms. McCrohan will review and revise as necessary. 3.12.1 – Changes accepted 3.14.1 – Changes accepted 4.1 – Changes accepted. Dan will review for hyperlinks. 4.2 – Changes accepted 4.3 – Changes accepted 4.4 – Changes accepted 4.5 – Changes accepted 4.7 – Changes accepted. All members should go to their standards and check and complete the source documents by January 11, 2008. Next meeting: January 16, 2008, 2:00 P.M. 2.2 – Changes accepted Another link will be set up on the Intranet, SACS, master-final, which is where final complete documents will be placed. On January 16, 2008, links will start getting checked.</p>		
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7. Action Items

	New Action Items	Owner	Due Date	Status
1.				

5. Adjournment

		Owner	Due Date	Status
1.	The meeting adjourned at 5:10 P.M.			