



## Leadership Committee Meeting

### 1. Leadership Committee Meeting Minutes

Item	Description
Date	May 22, 2007
Time	9:00 A.M.
Location	Administrative Conference Room

### 2. Attendees

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

### 3. Agenda

	Topic	Owner
1.	Unresolved Issues- Assignment of Reg. Revisions Plan & Timeline on Learning Labs Plan for implementation of wireless at all campuses Recommendation for external or internal candidates to work on regulations.	
2.	SACS-Compliance-Reports on Rewrites	
3.	SACS-Follow-up Items-Substantive Change	
4.	QEP	
5.	Other Items	

### 4. Information Items

	Description	Date	Participants
1.	Leigh Ann suggested that a person be appointed for regulation revisions as a typist to combine all changes and review the regulations. Ms. McCrohan asked for suggestions of faculty members or staff to work on the regulation revisions. The following names were offered: Linda Clark, Cynthia Knox, Sue Lane McCulley, Robin Nealy, Kelly Cone, Wendy Waters, Christine Navarez, Nancy Partlow, Judy Jones, Barbara Lynn, and Barbara Watson. Dr. Taylor will ask the counselors. The support staff will receive overtime and faculty will receive stipends. There will be a separate meeting to discuss the plan and timeline for learning labs and wireless campuses.		
2.	SACS-Compliance-Reports on Rewrites-Leigh Ann presented her Summer Review Schedule of the 74 standards that will be		

	reviewed starting June 5, 2007. All leadership team members will print out the standards for each week, review them, make notes, and bring this to the weekly meetings for discussion. The first seven standards will be discussed in the first session. All 74 standards will be completed in 11 weeks.		
3.	SACS-Follow-up Items-Substantive Change-Dale has a name of a retired Austin Community College person for a reader of the substantive change documentation. He will only work on a contract basis. Dale will present this proposal to Ms. McCrohan when he has more details. Ms. McCrohan reminded the team that Dale's work needs to be combined with the SACS compliance work. Ms. McCrohan asked Dr. Pate to notify Belle Wheelan or Michael Johnson about moving the Bay City site and the Sugar Land new facility.		
4.	QEP-Dale stated that part of the QEP is professional development. Distance Education is offering professional development courses and is in the process of adding additional classes. The Public Safety Training is offering a defensive driving course. Bryce will ask Philip to call TASB to inquire if there would be a reduction of insurance rates if employees participated in the course.		
5.			

## 7. Action Items

	New Action Items	Owner	Due Date	Status
1.	Dr. Taylor will ask the counselors if they would be interested in working on regulation revisions.	Dr. Taylor		
2.	There will be a separate meeting to discuss the plan and timeline for learning labs and wireless campuses.			
3.	All leadership team members will print out the standards for each week, review them, make notes, and bring this to the weekly meetings for discussion.	All Leadership Team Members		
4.	Ms. McCrohan asked Dr. Pate to notify Belle Wheelan or Michael Johnson about moving the Bay City site and the Sugar Land new facility.	Dr. Ty Pate		
5.	Bryce will ask Philip to call TASB to inquire if there would be a reduction of insurance rates if employees participated in the course.			

## 5. Adjournment

		Owner	Due Date	Status
1.	The meeting adjourned at 9:50 A.M.			