

SACS REAFFIRMATION LEADERSHIP TEAM
Administrative Conference Room
February 28, 2006

The SACS Reaffirmation Leadership Team met on February 28, 2006 in the Administrative Conference Room. Ms. McCrohan presided.

COMMITTEE MEMBERS PRESENT: Ms. Betty McCrohan, President; Dr. Ty Pate, Senior Vice President; Mr. Bryce Kocian, Vice President of Financial Services; Ms. Pam Youngblood, Vice President of Technology and Institutional Research; Mr. Dale Pinson, Vice President of Workforce Development, Continuing Education, and Distance Learning; Dr. Dan Jones, Director of Institutional Research; Patricia Rehak, Instructional Assessment Coordinator; Ms. Leigh Ann Collins, Program Director of Dental Hygiene and Mrs. Makyla Dunn, Administrative Clerk to the President

COMMITTEE MEMBERS ABSENT: Mr. Kevin Dees, Associate Dean of Instruction

-Ms. McCrohan asked that everyone look over the minutes and the standard list and let her know if any changes need to be made.

-A member of the committee asked for a review of the three committee roles.

-The compliance committee's role is to review standards and come up with their findings. The committee must determine if the institution is in compliance and compliance must be documented.

-An administrator has been assigned to help members of compliance committee task forces address each standard.

-Compliance committee members must also document noncompliance.

-Bryce Kocian asked that something be written up on exactly what the committee is responsible for doing and asked that this be brought to the next meeting.

-Ms. McCrohan gave everyone a chart to help them understand exactly how everything is working. People have been asking what is going on with SACS and what the committees are doing so maybe it would be wise to put a link on the internet for people to go to so that they can be updated on the SACS process as it is going on.

-On the SACS COC webpage there is a format suggested and everyone can use the template that has been made available.

-Ms. McCrohan stated that a committee report and a briefing will go out to everyone so that they can see what we are doing with SACS

OTHER BUSINESS:

-Patricia Rehak stated that as a group, focusing on a timeline is critical. SACS will be doing training but only a certain number of people will be able to go and they will have to bring back the information to the others.

-Leigh Ann Collins stated that everyone needs to make the faculty feel involved with this whole process. It might be a good idea to have a presentation at convocation to let everyone know about the SACS process and what steps have been taken so far in this process.

-Patricia Rehak reminded everyone that a large number of the faculty are gone for the summer. They will need to get their reports in before they leave in May instead of when they get back in September. That way the administrators can be working on their parts while they are on summer break.

-None.

ADJOURN: This meeting adjourned at 4:55 P.M.

Minutes approved: _____