

SACS Compliance Certification Team Leaders Meeting Minutes

Date: April 4, 2011

Place: MM 135

Time: 3pm

Chair: Dr. Laura Stafford

Team Leader Attendees: Gary Stretcher, Shannon Harris, Charles Gongre, Carol Barbay, Peter Kaatrude, Ed Quist, Tom Neal, Claire Thomason, Diane Granger, Linda McGee, Nancy Cammack

Absent: Janis Hutchins

Scheduled Meeting for CCTeam Leader Progress Reports.

Call to order by Stafford at 3:05pm

Approval of last meeting's minutes of 3/14/2011

Motioned by: Claire Thomason

Seconded by: Nancy Cammack

Voted Approved

Goals for meeting:

1. Calendar for Rough Draft Deadline –Stafford handout a month at a glance calendar page and explained that the deadline was April 29 to complete the narratives. There was discussion about the outstanding data requests and it was decided that notes could be made in the narrative as to what documents were still being collected. Stafford also discussed what Hutchins had discovered about one of her standards needed data on “graduates” competencies for gen. ed. and how an exit exam is being developed by Sorrells to be given by faculty who have graduates. It was also discussed that individual sessions would be necessary to make sure everyone was linking within their narratives to documents of proof.

2. Setup meetings with each Team Leaders – The dates for individual session with Stafford were set up as follows:

April 12 at 11:00am 3rd floor conference room – Tom Neal, Claire Thomason, and Keith Cockrell

April 13 at 2:00pm at the Museum of the Gulf Coast – Shannon Harris

April 14 at 10-noon and 1:00-2:00pm Academic Dean's office-Charles Gongre

April 14 at 2:00-6:00pm PAC 140 –Carol Barbay

April 15 at 1:00pm Technical Dean's office –Janis Hutchins, was rescheduled for Tues.

April 19 at 10:30am

April 19 at 9:30am at HR with Linda McGee

April 20 at 1:00 VPAA office with Gary Stretcher rescheduled to April 28 at 1:00

April 25 at 2:30 at Academic Dean's office to continue with Charles Gongre

New Business:

- Next meeting scheduled for __Friday April 29 __ 2011 at 3:00 in MM 135

Had to reschedule next meeting to Monday May 2, 2011 at 3:00 in MM 135.

Adjourn: _____3:37pm_____