

SACS Compliance Certification Team Leaders Meeting Minutes

Date: Sept. 12, 2011

Place: MM 135

Time: 3pm

Chair: Dr. Laura Stafford

Team Leader Attendees: Gary Stretcher, Shannon Harris, Janis Hutchins, Carol Barbay, Peter Kaatrude, Ed Quist, Claire Thomason, Diane Granger, Nancy Cammack

Absent: Linda McGee, Charles Gongre, Tom Neal,

Scheduled Meeting for CCTeam Leader Progress Reports.

Call to order by Stafford at 3pm

Approval of last meeting's minutes of 5/22/2011

Motioned by: Peter Kaatrude

Seconded by: Diane Granger

Voted Approved

Goals for meeting:

1. Report on the status for Summer Review Phase of the Compliance Audit.
2. Discuss Plans for Revision of Final Report during the Fall

Team Leaders Reports were suspended as everyone is trying to regroup. A discussion coving the new web site that Samir has been working on ended with the reminder to inform Samir if there were inaccurate pieces of information on the site that did not match with the current 2011-2012 Catalog. Stafford reminded Team Leaders that all links in the narratives needed to be adjusted to the 2011-2012 Catalog which was loaded in the Document Directory. Also brought into the discussion was the revision SACS has made on 3.13 which has added several more sub principles that need narratives. There was some discussion as to whether we were referring to our own policies or those from SACS. 3.13 is specifically addressing certain SACS policy statements and Stafford has asked Compliance Assist to add the sub points to our narrative report. It was tabled as to who would be responsible for those narratives until further investigation. Stafford informed the group that she would be available for SACS assistance on Tuesdays and Thursdays from 9:30-12:30 and in the afternoons by appointment.

New Business:

- Next meeting scheduled for __Oct. 10,_ 2011 at 3:00 in MM 135

Announcements: Assignment for next meeting to work on converting Catalog links.

Adjourn: __3:50pm__