

SACS Steering Committee Meeting

November 11, 2019

The SACS Steering Committee met on Monday, November 11th at 1:30 p.m. in Waters Hall Room N201. Present were Ms. Pam Clark, Recorder; Ms. Lynn Frank; Ms. Jackie Gooch; Mr. Jeff Guenther; Dr. Rosemary Hodges; Dr. Greg Holliday; Mr. Chris Latham; Dr. Katherine Quinnell; Dr. Jackie Smith and Dr. Bruce Thomas. Mr. Jonathan Craft, Dr. Ronnie Merritt and Ms. Debra Vaughn were absent.

Dr. Smith called the meeting to order at 1:30 p.m. She welcomed everyone and thanked them for their attendance. Dr. Quinnell made a motion to approve the minutes from October 14th and Dr. Hodges second the motion. All were in favor.

I. Purpose

The purpose of the meeting was to acknowledge problems anyone may be encountering with their sections and remind everyone of the June 30, 2020 due date set by the committee.

II. Discussions

- An organization has been created in Blackboard (Bb) for the Experiential Learning Quality Enhancement Plan (QEP). The last QEP, Building Success Through Writing, is also in Bb to use as a road map.
- Ms. Gooch gave instructions on how to create comments in the Word narratives and encouraged standard leaders to add their comments along with their names and dates after reviewing the narratives.
- Sub-committees for the different standards have been meeting to aid in the collection of data and preparing the narratives.
- The committee agreed to have a consistent introductory statement at the beginning of each standard which gives a brief overview of the University. Ms. Gooch volunteered to compose the statement and place it in each standard.
- There will be two physical locations for the supporting evidence – a room on campus and a room at the hotel.
- Dr. Smith reiterated the data collection years for student achievement are 2016-2017, 2017-2018 and 2018-2019. She will compose a statement for the Compliance Report that specifies the 2019-2020 data will be provided to the on-site team upon arrival.

Dr. Smith expressed her thankfulness to each person and stated the next meeting will be December 2nd at 1:30 in Waters Hall Room N201.

The meeting adjourned at 1:52 p.m.

Respectfully submitted: Pamela D. Clark