

SACS Steering Committee Meeting

December 2, 2019

The SACS Steering Committee met on Monday, December 2nd 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. Ronnie Merritt; Dr. Katherine Quinnell; Dr. Jackie Smith and Dr. Bruce Thomas. Mr. Jonathan Craft, Dr. Greg Holliday, Mr. Chris Latham 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 time.

I. Purpose

The purpose of the meeting was to acknowledge problems anyone may be encountering with their sections.

II. Discussions

- The SACSCOC Institutional Summary Form (Handout #1) is completed on an annual basis in order to update Athens State's programs and off-site locations.
- The reviewers will examine the Institutional Summary to get an understanding of the University; therefore, the Compliance Certification Report and Athens State's website must align with the Institutional Summary.
- The off-site locations will be visited by the reviewers upon their arrival.
- The List of Degrees and Number of Graduates chart (page 4) in the Institutional Summary will be revised and emailed to the committee members.
- Dr. Merritt volunteered to work on the percentages for Table 2 (page 5) in the Institutional Summary.
- ACHE's Academic Inventory will be reviewed and updated periodically and saved on the SACS drive.
- Distance learning will be woven throughout each of the standard narratives in the Compliance Certification Report as noted on page 2 of the SACSCOC Reaffirmation of Accreditation and Subsequent Reports Policy Statement (Handout #2).
- Dr. Smith recommended that each member be familiar with the handouts when composing narratives.

Dr. Smith stated an Outlook invitation will be sent to everyone for the next meeting in January.

The meeting adjourned at 2:15 p.m.

Respectfully submitted: Pamela D. Clark

Handouts given at meeting:

1. SACSCOC Institutional Summary Form Prepared for Commission Reviews
2. SACSCOC Reaffirmation of Accreditation and Subsequent Reports Policy Statement
3. SACSCOC The Quality and Integrity of Educational Credentials Policy Statement