

SACS Steering Committee Meeting

February 10, 2020

The SACS Steering Committee met on Monday, February 10th at 1:30 p.m. in the Banquet Room in the Sandridge Student Center. Present were Ms. Pam Clark, Recorder; Mr. Jonathan Craft; Ms. Jackie Gooch; Mr. Jeff Guenther; Dr. Greg Holliday; Ms. Katia Maxwell; Dr. Ronnie Merritt; Dr. Katherine Quinnell; Dr. Jackie Smith and Dr. Bruce Thomas. Ms. Lynn Frank; Dr. Rosemary Hodges; 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. She asked for a motion to approve the January minutes. Mr. Guenther made a motion to approve and Dr. Quinnell seconded the motion. Dr. Smith recognized Ms. Katia Maxwell, QEP Director, as the newest member of the committee and welcomed her.

I. Purpose

The purpose of the meeting was to review and discuss the narratives that have been entered into the sections, to acknowledge any problems or questions with the narratives and to communicate valuable resources.

II. Discussions

- Dr. Smith encouraged everyone to look at the QEP information in Blackboard (Bb).
- The QEP surveys have been opened and emails were sent out to faculty, staff, students and the Board of Trustees requesting feedback.
- Mr. Guenther, Dr. Hodges, Dr. Quinnell and Dr. Smith have been contacted to attend SACS reaffirmation reviews. Knowledge gained at the meetings will be beneficial for our reaffirmation efforts.
- Our SACSCOC Vice President, Dr. Taylor, will visit the campus on January 19-20, 2021. He will meet with the President, the Vice Presidents and the SACS Committee members to give advice for the SACS visit in April 2021.
- The Institutional Summary containing data for academic year 2019-2020 will be completed this week and shared with the committee members.
- Ms. Gooch and Dr. Holliday created the introductory paragraph for each section response and Ms. Gooch entered the paragraph into the sections for consistency.
- A question was raised on what degree terminology, baccalaureate or bachelor's degree, should be used throughout the sections. Dr. Smith will investigate and inform the committee on what to use.
- Ms. Gooch volunteered to upload the signed conflict of interest forms into the required sections and to save the Code of Alabama Section 47A document into the evidence folder as a resource.
- Dr. Smith restated the importance of the SACSCOC website as a useful resource.
- Dr. Smith volunteered to enter the list of substantive change in the report.
- Dr. Quinnell suggested continued monthly meetings until spring break in March, then a bi-monthly meeting schedule would be appreciated.

Dr. Smith thanked everyone for their comments and their work on the report. The meeting adjourned at 2:27 p.m.

Respectfully submitted: Pamela D. Clark