

SACS Steering Committee Meeting

May 26, 2020

The SACS Steering Committee met on Monday, May 26th at 1:30 p.m. via Zoom. Present were Ms. Lynn Frank, Ms. Jackie Gooch, Mr. Jeff Guenther (serving as recorder for today's meeting), Dr. Greg Holliday, Ms. Katia Maxwell, Dr. Jackie Smith, Dr. Bruce Thomas, and Ms. Debra Vaughn. Mr. Jonathan Craft, Dr. Rosemary Hodges, Mr. Chris Latham, Dr. Katherine Quinnell and Dr. Ronnie Merritt were absent.

In compliance with Governor Ivey's COVID-19 health order, the committee did not meet in person.

Dr. Smith called the meeting to order at 1:30 p.m. She welcomed everyone and thanked them for their time.

Ms. Debra Vaughn introduced a motion to approve the May 11th meeting minutes; Ms. Lynn Frank seconded the motion. The minutes were unanimously approved on a voice vote.

I. Purpose

The purpose of the meeting was to acknowledge any problems or questions with the narratives of the Compliance Report.

II. Discussions

A. Updates

1. Dr. Holliday updated documents in Section 10.
2. Ms. Gooch has updated the hyperlinks master document. We no longer want to direct our reviewers to external websites. Ms. Gooch will make the necessary changes so that all web pages will be saved to the SACS drive and shared in our self-contained compliance certification.
3. Ms. Maxwell has completed additional work on 7.2.a. Dr. Smith appreciates how the principle responses are broken down into headings and encourages others to follow such an approach.
4. Ms. Frank will review the documents in the ATLLIS Blackboard section to determine which files might apply to Section 6.
5. Ms. Gooch and Dr. Smith are working to complete faculty rosters, locate CVs, and gather course syllabi.

B. Example Compliance Certifications

Dr. Smith found additional examples of compliance certifications from Florida Gulf Coast University, the University of Alabama at Birmingham, and the University of South Florida. These examples can be found in the "Resources" section of the SACSCOC 2021 Blackboard organization under the heading "Links to Other Examples."

C. Data Requests

If any author needs data from OIRA for their section(s), Dr. Smith encouraged members to request the data using the "Request Data" button on the OIRA web page.

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D. Committee Member Questions

Dr. Holliday asked about Section 12. More specifically, is the old CS 3.9.3. template included on the SACS drive? And who has credentials for academic and student support staff? Dr. Smith responded that SACSCOC did not provide a template for the new principles 12.1. and 12.2., but SACSCOC indicated that the old template format could be followed. Dr. Smith will investigate where to find CVs, credentials, and resources for academic and student support staff.

E. General Announcements

Dr. Smith reminded members to include a date in the file name of any materials that are revised or updated in Blackboard or on the SACS drive.

The next meeting will be June 9th at 1:30 using Zoom. Dr. Smith thanked everyone for their work on the compliance certification. The meeting adjourned at 2:07 p.m.

Respectfully submitted: Jeffrey Guenther