

# SACS Steering Committee Meeting

## August 10, 2020

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The SACS Steering Committee met on Monday, August 10<sup>th</sup> at 1:30 p.m. via Zoom. Present were Ms. Pam Clark (Recorder), Ms. Lynn Frank, Ms. Jackie Gooch, Mr. Jeff Guenther, Dr. Greg Holliday, Mr. Chris Latham, Ms. Katia Maxwell, Dr. Katherine Quinnell, Dr. Jackie Smith, and Ms. Debra Vaughn. Mr. Jonathan Craft was 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. Dr. Smith asked for a motion to approve the July 20<sup>th</sup> minutes. Mr. Latham made a motion and Dr. Quinnell seconded the motion. The minutes were unanimously approved on a voice vote.

### I. Purpose

The purpose of the meeting was to discuss Standards 9 through 14 of the Compliance Certification Report.

Dr. Smith previously emailed the committee members an abbreviated report containing the standards to be discussed.

### II. Discussions

- The report is due to SACS in 20 days.
- Standards 1 through 6 are solid. Work still in progress for Standards 7 and 8.
- **Standard 9**
  - 9.1 – no additional documents to be added.
  - 9.2 – added accelerated enrollment and graduate courses.
  - 9.3 – same language as 3.1.b. Needs a link of a screenshot of the Alabama Community College System (ACCS) directory webpage.
  - 9.4 – no changes. Needs redacted degree audits.
  - 9.5 – needs redacted graduate plans of study. Can we upload the curriculum adjustment form?
  - 9.6 – Dr. Quinnell will review the standard.
  - 9.7 – use the same language for the “President’s Cabinet” throughout the report. Dr. Quinnell will check the links. Needs samples of Degree Works Plans of Study.
- **Standard 10**
  - 10.1 – note to explain the President’s Cabinet. Review the email notification link at the bottom and check for any missing documentation.
  - 10.2 – needs a link of a screenshot of important dates.
  - 10.3 – standard is good.
  - 10.4 – review this standard for faculty involvement and academic governance. Ms. Clark will provide the Curriculum Committee Minutes for table 10.4.a. Language for the substantive change was added in the standard. Links need to be checked to make sure they work.
  - 10.5 – needs language for recruitment plan and evidence.

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- 10.6 – added the Provost’s responsibility for ensuring all aspects of the distance learning policy. Standard is linked to 12.5 in regard to protecting the student’s privacy in distance learning courses.
  - 10.7 – added language on the Adult Degree Program (ADP). Needs language for National Council for State Authorization Reciprocity Agreements (NC-SARA).
  - 10.8 – added a paragraph for the Office of the Registrar responsibilities. Dr. Holliday to review and fill in the missing information. Needs redacted Curriculum Adjustment Forms. Needs a link of a screenshot of the Transfer Course Equivalency Guide.
  - 10.9 – needs a link of a screenshot of the undergraduate minor section. Needs a redacted degree audit of the Marine Science (MBI) courses.
- **Standard 11**
    - 11.1 needs an introductory paragraph and a link of a screenshot of the mission. Needs a link to the published guides Excel spreadsheet. Delete the SACS Library Data under Supporting Documentation. Add language for a description of the Tennessee Valley Old Time Fiddlers Convention (TVOTFC).
    - 11.2 needs a link of a screenshot to the Writing Center webpage.

Due to time restraints, standards 12 through 14 were not discussed. Committee members were asked to review the report and look for missing information. Ms. Rachel O’Sullivan has volunteered to review the report and note any questions or missing information.

Dr. Smith thanked everyone for their time and effort on the report.

The meeting adjourned at 2:38 p.m.

Respectfully submitted: Pamela Clark