

SACS Steering Committee Meeting

August 24, 2020

The SACS Steering Committee met on Monday, August 24th at 1:30 p.m. via Zoom. Present were Ms. Pam Clark (Recorder), Mr. Jonathan Craft, 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.

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 August 10th minutes. Dr. Quinnell made a motion and Mr. Guenther seconded the motion. The minutes were unanimously approved on a voice vote.

I. Purpose

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

II. Discussions

- Dr. Smith encouraged everyone to read Standard 8 of the report (Student Outcomes).
- The Compliance Report (flash drives) will be mailed by September 1st or 2nd.
- The Institutional Research Policy will be updated in Standard 10.4.
- Standard 14.3 will be completed last. It is a compilation of distance learning discussed in all standards.
- Standards 11.1, 11.2 and 11.3 need documentation.
- Standard 5.4 needs administrative evaluations.
- Standard 6.2.b needs a chart.
- Standard 6.3 needs examples of adjunct evaluations.
- Standard 6.5 needs work on professional development and faculty accomplishments.
- Mr. Latham will provide 15 flash drives for the report.
- Dr. Smith asked each person to check the links in their standards and let Ms. Gooch know if they are not working. Hyperlinks should link to the supporting evidence folder. This folder will be saved with the report on the flash drives.
- Dr. Smith asked for volunteers to read and check the report on the flash drives.
- Deadline for revisions is Friday, August 28th.
- Dr. Smith asked for volunteers to rebuild links for faculty rosters in standard 6.2.a.
- Dr. Taylor, the SACS VP, sent an email stating the following: The Compliance Report is due to SACS September 8, 2020; the Off-Site Committee will meet virtually November 3-6, 2020 to review the Compliance Report; submission instructions for the report were included in the email; and the Off-Site Committee chair and member names were listed.

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

The meeting adjourned at 2:04 p.m.

Respectfully submitted: Pamela Clark