

**SACS Leadership Team Meeting Minutes**  
**10.24.2012**

**Present:**

Wesley Beddard, Dixon Boyles, Brenda Rogers, Jon Elmore, Erica Schatz, Crystal Ange, and Jennie Singleton

**Absent:**

None

**Agenda item 1: Officers**

There still exists some confusion regarding who the officers will be for the committee. Dean Beddard will look into the matter and resolve.

**Agenda item 2: Handout of core requirements for 5 year review**

Committee discussed items on five year review and identified 2.12 and especially 3.3.1.1. as the most challenging standards on the review.

**Agenda item 3: QEP update**

Dr. Elmore shared the current progress of the QEP particularly the assessment plan and recommendations of the Writing Across the Curriculum Committee. Dr. Elmore indicated that the QEP could not move forward without some additional resources. The SACS team discussed the three most pressing of these: namely that the QEP team needs access to the data in DataTel and additional personnel are required to manage, input, analyze, interpret, and implement the QEP data collected by the writing center. Part of the additional personnel must include a statistician.

**Agenda item 4: SharePoint Access and training**

Ms. Rogers shared her research into SharePoint and announced that it would serve the committee's purposes well. Dean Beddard proposed that the committee schedule a training session on the software. Dean Beddard agreed to schedule that session and asked that all members report availability to him.

**Agenda item 5: Fifth Year report—timeline discussion/development**

Dean Beddard suggested that this item be postponed until a later meeting.

### **Agenda item 6: Coordination of SACS related work by Campus Committees**

The committee discussed that coordination would be the biggest challenge here. Dean Beddard proposed that a sub-committee be formed including himself, Mr. Boyles, and Dean Sullivan to address the coordination challenge. Dr. Elmore expressed concern over the amount of responsibility Mr. Boyles already holds in the 5 year review.

The committee also noted that the challenges faced by the QEP (2.12) regarding the lack of a statistician and no access to the data in DataTel are some of the same challenges faced in completing 3.3.1.1

### **Agenda item 7: Other**

The committee agreed that at a minimum Dean Beddard and the SACS Leadership Team Chair Person should attend an upcoming SACS meeting.

### **Agenda item 8: Next meeting**

The next meeting is scheduled for 11.6.2012 at 2:30 pm in the conference room of building 1