

Tuesday, July 15, 2014

SACSCOC Leadership Committee

2:00 p.m.

Building 1 Conference Room

Chair: Jay Sullivan

Vice Chair: Rick Anderson

Secretary: Rebecca Adams

Members Attending: Ben Morris, Dixon Boyles, Brenda Rogers, Crystal Ange (Liaison)

Members Absent: Erica Schatz, Jennie Singleton, Karen Eckert

Minutes from Meeting (7/15/14)

I. Approve 7/1/14 Minutes **Presenter: Jay Sullivan**

- Ben made a motion to approve the minutes as presented, and Dixon seconded. Minutes were approved.

II. Committee Changes **Presenter: Jay Sullivan**

- The SACSCOC Leadership Committee will see slight changes taking effect this fall. New members will be added because it is important to have extra representation for our reaffirmation report. All committee members will have a limit of years served.

III. Notifications from SACSCOC **Presenter: Crystal Ange**

- The welding program at Creswell High School has been approved. We have yet to hear from the agribusiness program but hope to soon. A prospectus is not needed for the nursing assistant program. Crystal is checking into a letter regarding our termination of the Spanish Community Facilitator Certificate.

IV. Review of 2.8 Narrative **Presenter: All**

- This narrative was written by Crystal. She noted that standard 2.8 was specifically discussed at the annual conference last December. She looked at the number of faculty for all program areas for the last three years. Then she broke them down by hybrid classes, distance education classes, and location (high schools). The following curricular areas showed low faculty numbers: social sciences, physical education, and criminal justice.

- It is important to utilize adjunct and part-time instructors because our main purpose is teaching and serving students. All lead instructors are considered full-time faculty. It was asked if this should be included in the narrative. Using Durham Tech as an example, they spoke of lead instructors in general.
- A document repository will be created in the shared drive to hold all the narratives and supporting documentation. To be safe, the information can be copied to a flash drive or CD.
- Jay plans to provide a draft of the 5th year report to the Board of Trustees at their August 5 meeting.
- The remaining standards we need to review are financial aid and audits, institutional summary, 3.13, 3.2.8, and 3.3.1.1.

Other Information

Next Meeting: Tuesday, July 29, 2014 at 2 p.m. Building 1 Conference Room