

September 25, 2013

Committee/Team title

10:00 AM

B9 Conference Room

Chair: Dixon Boyles

Vice-chair: Ron Baldwin **Secretary:** Margie Cobb

Members Attending: Dixon Boyles
Ron Baldwin

Members Absent: Margie Cobb, Judy Jennette

Minutes from Meeting September 25, 2013

Agenda Item

I. Elect officers **Presenter:** Boyles

- Attending members discussed election of committee officers.
- Dixon Boyles was elected chair, Ron Baldwin vice-chair, and Margie Cobb, secretary.

II. Committee purposes **Presenter:** Boyles

- Committee purposes include the construction of a reporting system for the credentials of administrative positions dean level and above and also student affairs professional level personnel. The committee is also charged with maintaining compliance with SACS CS 3.2.8 and CS 3.9.3.
- Boyles recommended that the committee use the templates published on the SACS website for 3.2.8 and 3.9.3 as models for the BCCC reporting system.

III. **Presenter:**

- Discussion Item
- Action Taken or Recommendation

IV. **Presenter:**

- Discussion Item
- Action Taken or Recommendation

V. **Presenter:**

- Discussion Item
- Action Taken or Recommendation

Other Information

Next Meeting: TBA

