Minutes from the SACS Library/Learning Resources Committee Meeting. 3rd Floor Library Conference room. 2:00 p.m. Tuesday, September 22, 2009.

In attendance: Dr. Booker Anthony, Chair, Matt Lawson, Todd Frobish, Phoebe Hall, Evelyn Council, Bobby Wynn, Maria Orban, Jonas E. Okeagu, Ruth Dial Woods, Goke Ademiluyi, and guest Dr. Marian Gillis-Olion, SACS representative.

Not present: Nick Ganesan

The meeting was called to order at 2:10 p.m. by Dr. Anthony. First on the agenda was a handout and a definition of who we are as a committee. The handout consisted of a statement of core requirements section 2.9 and what the institution will provide in terms of library and information support. It offered the statement, a rationale with notes, and several relevant questions for consideration, and provided some sample documentation to use as a guideline for responding. There followed some discussion of the differences between CR2.9 and CS3.8 in regards to resources and support.

The committee discussed briefly how to document the responses to the questions listed in the handout once the answers were found in provided data. Some questions were: What was their relevance? How do you use them as evidence?

Handout #2 concerned assignments in sub-committees and group work for which we were asked to volunteer.

Dr. Anthony stated that we needed a ‘narrative writer’ to put all of our information into a template which would, then, allow access to that information by other committee members. Dr. Gillis-Olion indicated that we, as a committee, were on the right track in work assignments and understanding the task ahead of us. She said we will need to access the data/information/documentation from our library in order to answer some of our questions about resources and information support. She informed us about a possible software program called “Zitracs” (sp?) which would house our documentation. We would need to create a DVD of our info what would allow readers to access our information without internet availability (just in case of an emergency where they could NOT access it on the net). Dr. Anthony likened us to a mini-SACS team in that we would actually be doing a self-study in compliance in preparation for the SACS visit. In this way, we could fix or create what we need before SACS is on our campus. All of the documents already exist somewhere—as sub-committees our task is to find the information, audit it, and then present it in an organized fashion for SACS review.

Dr. Okeagu initiated a brief discussion about SACS vs. NCATE requirements and the syllabus.

Dr. Anthony moved on to discuss the 3.8 standards and clarified that on Handout #2 the standards were in red, his interpretation of the standards were in blue, and our focus was in green. Group 2 Sub-Committee was eliminated and combined with Group 1. The remaining three groups were then renumbered. He then called for volunteers for the various sub-committees. Those committees and members are:

Group 1: Bobby Wynn, Maria Orban, Goke Ademiluyi
Group 2: Evelyn Council, Todd Frobish, Matt Lawson

Group 3: Ruth D. Woods, Jonas Okeagu, __________________________

Standards Sub-Committees:

3.8.1: Nick Ganesan, Phoebe Hall, Todd Frobish

3.8.2: Goke Ademiluyi, Bobby Wynn, Nick Ganesan

3.8.3: Phoebe Hall, Evelyn Council, Maria Orban

An agreement was made that the first name under each sub-committee would serve as temporary chair person until a first meeting was held. At that time, a chair could be elected. As minute taker from today’s meeting, Phoebe Hall will revise the initial form and return it to Dr. Anthony.

Dr. Gillis-Olion indicated that Blackboard may be a good place to do much of our committee’s writing work, and that this approach may facilitate meetings and make information immediately and more widely accessible. Dr. Anthony will talk it over with Bill Gibson and set that up. He will attend a workshop this coming week on Zitraks (sp?) and compare the two.

A tentative meeting schedule was set up for each fourth Tuesday in the month. Today’s meeting was adjourned at 3:25 p.m.

Respectfully submitted by Phoebe Hall.