Minutes of the Mission Statement Committee

October 5, 2009

The SACS Mission Statement Committee met on October 5, 2009 at 2:00 p.m. in the Chancellor’s Conference Room, Dr. Bertha Miller, presiding.

Committee Members in attendance:

- Dr. Oliver Johnson, Assistant Professor, Department of Social Work
- Ms. Vicki McKenzie, Transfer and Advisement Center
- Ms. Nikki Polk, Senior, Honors’ Program Representative
- Dr. Angela Taylor, Assistant Professor, Department of Criminal Justice

Dr. Miller emphasized the importance of accreditation by SACS which is crucial for the university to maintain eligibility for federal funds.

Copies of the minutes from meetings held on September 10 and September 21 were distributed. Dr. Johnson moved and Dr. Taylor seconded the motion to approve the minutes from September 10; committee members approved. Two corrections were noted to the September 21 minutes. Dr. Johnson moved and Dr. Taylor seconded the motion to accept the corrected minutes; committee members approved.

Dr. Miller and Vicki attended the XITRAC training on September 25. The Executive Information Tracking and Recording for Accreditation and Compliance Systems (XITRAC) is a software program designed to facilitate getting documents and data entered into the system for SACS accreditation. We will need assistance from the SACS office to ensure all standards are entered correctly.

Dr. Miller announced that on September 29 General Administration changed wording in FSU’s mission statement from Awarding degrees at the baccalaureate, master’s and doctoral levels to Awarding degrees at the baccalaureate and master’s levels, and the doctorate in educational leadership. The Board of Governors will review the change next week for final approval, although General Administration has already approved the revision. The statement may be able to be revised in the future if the university adds doctoral programs resulting in a change to our Carnegie Classification.

An information hand-out from the SACS: Resource Manual for the Principles of Accreditation was distributed by Dr. Miller. Section 2- Core Requirements “2.4 the institution has a clearly defined and published mission statement specific to the institution and appropriate to an institution of higher education, addressing teaching and learning and, where applicable, research and public service.” Each university unit should have goals and objectives on how our mission statement is being carried out. The mission statement should be reflected in minutes from meetings of, for example, the Board of Trustees and the Faculty Senate.
In Mr. Joseph Vittorelli’s absence, Dr. Miller shared his prototype laminated Mission Statement with the Core Values listed on the reverse to illustrate the Group 1 assignment – Clearly Defined Mission appropriate to its collegiate role. Discussion ensued on the possibility of including the Core Values with the six Strategic Priorities without lengthy explanation. Committee members were in agreement to present both on one side of the card.

Since Vittorelli was unable to attend the meeting, he provided via email the first draft of his report on the Group 2 assignment - Development of the Mission Statement and Periodic Review which delineates the sequence of events in the 2008 revision of the mission statement (see attached).

Dr. Taylor provided the committee a copy of the first draft of the task assigned to Group 3 – Demonstrating that Mission Statement Guides Aspects of Significant University Function (see attached). Evidences used to demonstrate include involvement in the BRAC process, the FSU Male Initiative, Global Scholars, research projects, the Debate Team, and the Fulbright Language Scholars. Ms. Nikki Polk will become a member of Group 3.

Dr. Miller urged the committee members to review example of a Compliance Certificate in our Committee Handbook (Tab 5), noting especially the statement concerning “collaborative relationships” (page 14). Dr. Miller further explained that the evidence supporting the compliance statement (statistics) are not found in the actual content of the statement but are to be accessible in the XITRAC library.

The committee will meet next on Monday, October 12th at 2:00 p.m. in the Chancellor’s Conference Room. Dr. Miller reminded Group Leaders to bring written reports. The meeting adjourned at 3:15 p.m.

Respectfully submitted

Vicki McKenzie, Recording Secretary