Fayetteville State University
SACS Steering Committee

Meeting Minutes:
September 3, 2009
3:00 PM

Opening:
The monthly meeting of the SACS Steering Committee was called to order on September 3, 2009 at 3:03 PM in the Chancellor’s Conference Room by SACS Liaison and Self-Study Director Marion Gillis-Olion.

In Attendance:

Marsha McLean, Chair, Writing Committee
Robert Botley, Business and Finance
Juanette Council, Chair, Physical Resources Committee
Perry Massey, Chair, Governance and Administration Committee
Thomas E. Conway, Chancellor’s Office
Chet Dilday (filling in for Terri Moore-Brown), Faculty Committee
Samuel Adu-Mireku, Chair, Institutional Effectiveness Committee
Janice J. Haynie, Institutional Effectiveness Committee
Geraldine Munn, Chair, Quality Enhancement Plan Committee
Pius Nyutu, Chair, Student Affairs and Services Committee
Bertha H. Miller, Chair, Institutional Mission Committee
Ben Minter, Logistics Committee
Rollinda Thomas, Chair, Undergraduate Programs Committee
Pamela Jackson, Chair, Financial Resources
Nick Ganesan, Library and Other Learning Resources Committee
Jon Young, Institutional Effectiveness Committee
Crystal Campbell, SACS Administrative Support

1. Update Since Previous Meeting

• The introduction of Ms. Crystal Campbell by Dr. Marion Gillis-Olion as the new SACS Self-Study Administrative Support Associate and contact person.
• A new Membership Roster has been created and disseminated to each committee chair.
• Collins Room 213 is available for meeting of groups of eight or less. Crystal Campbell may be contacted at 672-1003 for reservation.

2. Meeting Dates
• Institutional Mission Committee will meet on the September 8, 2009.
• Governance and Administration Committee will meet the 3rd week of September.
• Institutional Effectiveness Committee met August 27, 2009.
• All Education Programs Committee - TBA.
• Undergraduate Programs Committee will meet every other Tuesday or Thursday.
• Graduate and Post-Baccalaureate Professional Programs Committee - TBA.
• Faculty Committee is “conceptualizing” a meeting time.
• Library and Other Learning Resources Committee- TBA.
• Student Affairs and Services Committee will decide meeting times on September 10, 2009.
• Financial Resources Committee is meeting as needed.
• Physical Resources Committee will meet on October 27, 2009.
• Writing Committee will meet - TBA.
• Logistics Committee - TBA.
• Quality Enhancement Plan Committee will meet every 3rd Friday.

3. Meeting Outcomes/Concerns

• The compliance certification worksheet (SACS Final Analysis) and compliance audit document are located on the SACS website for review and use.
• These documents are also located on the diskette distributed to committees.
• A question was raised concerning student support services information for off-campus Distance Education. Currently the Student Affairs unit and Dr. McNeil are creating plans for how the marketing and utilization will occur. There is advertising currently in the Center for Personal Development.
• Further questions concerning handicap accessibility, as well as services and software the university currently provides require further investigation.

4. Operational Planning Results

• When establishing responses to standards, each committee must be aware of how they are demonstrating the alignment of standards to the mission statement
• Operational planning results are still being analyzed with regard to each unit; Planning vs. Implementation
• The question was raised on how to provide proof and documentation and the answer was to use brochures, websites, and handouts (ex. Insurance waiver for distance learning students).
• Strategic plans will be utilized to address accountability.
• Committee members asked whether or not a faculty handbook existed and the answer was yes. They will be given the URL.
• Plans are due September 30, 2009

Meeting adjourned at 4:37pm. The Steering Committee will meet again on October 1, 2009 at 3:00pm.