

HAMPTON UNIVERSITY  
HAMPTON, VIRGINIA  
Southern Association of Colleges and Schools  
Reaffirmation of Accreditation 2008

MINUTES

COMMITTEE ON EDUCATION PROGRAMS

December 5, 2006

**Members in Attendance:** Dr. Charles Bump, Dr. Bertha Davis, Dr. Constance Hendricks, Dr. Zina McGee.

**Issues Discussed:**

1. The "Documents for Compliance" form will be distributed to committee members in order that they provide links to document for their compliance certification narratives.
2. Narratives are to be completed by December 12, 2006 so that they may be discussed at the December 13, 2006 committee meeting. Documentation links should be included in the body of the narrative and in a section beneath the narrative.
3. The Handbook for Reaffirmation of Accreditation (blue) p. 17 lists criteria for documentation acceptable to SACS. We will need to verify that all documents/evidence we cite meet those criteria (reliable, current, verifiable, coherent, objective, relevant, representative). Toward that end, we will use a grid to demonstrate that. A sample is attached.

**Action Items/Follow Up:**

1. Eventually all documents used to support our Reaffirmation of Accreditation will need to meet criteria described above. We would like to know when all documentation will be assembled and reviewed by the Steering Committee.
2. The Committee needs to review information from Mr. Edgcombe about the library as it relates to Educational Programs. The committee will determine if clarity is need related to its charge and consult with Mr. Edgcombe as necessary.

**Date For Next Meeting:**

The next meeting will be Wednesday, December 13 with completed compliance narratives.

Charles M. Bump  
Recorder