

SACS MEETING MINUTES FORM

Subcommittee: Committee on Core Requirements and Quality Enhancement Plan

Date: Tuesday, September 26, 2006 8:31 am Wigwam 206

Members in Attendance: Dr. Donald Whitney, Chair
 Dr. Spencer Baker Dr. John Alewynse
 Dr. Carolyn Morgan Dr. Claudia Rankins
 Dr. Anne Pierce (Recorder)

Issues Discussed:

- Two previous years' documents for the SACS process were examined – 1987 self study and the 1998 reports in 3 volumes, which should answer the question of how some of the criteria were met previously and mention detailed revision of the mission statement. The academic faculty handbook contains most of the document references we need.
- It is recommended that the Mission Statement as it currently exists is adequate for our purpose. It should be reformatted to highlight student learning and provide clarity by using boldface font in the first and third paragraphs.
- It was noted that the North Carolina State University model has all linked documents in pdf format. Most of our documents are not in that format so the ATM will need time to do this. To access the NCSU model go to <http://www2.acs.ncsu.edu/UPA/auth/compliance/summary/compliance.htm>.
- The meeting was adjourned at 9:20 am.

Action Items / Follow Up:

Dr. Jamison was asked by Dr Whitney to provide the Organizational chart.

Date for Next Meeting: Tuesday, October 3, 2006 8:30 am Wigwam 206