



SACSCOC 5th Year Report Committee

Minutes

Date 02/24/2014 Start Time 2:00 PM Adjournment Time 2:52 PM Location ULIB 420
 Type of Meeting Regular Special

CHAIR	Don Smith
SECRETARY	Rotating - Allison Thompson
ATTENDEES	Marilyn McIntosh, Barbara Michealides, and Paula Thornhill
ABSENT (EXCUSED)	None

Agenda

GENERAL ANNOUNCEMENTS	First formal meeting of this working group with minutes taken. Committee will meet each Monday at 2pm in the conference room of the University Library Administrative Office.																																																							
DISCUSSION TOPICS	<p>1. Secretary duties - Chair Smith suggested that the secretarial duties for the committee could rotate among the membership; members agreed and will progress in alphabetical order by first name.</p> <p>2. Selection of complaine items to chair - Chair divided compliance items of the 5th Year Report among the members; this was done by logical assignment of responsibilities based on regular job duties and members volunteering to chair other items. The list is as follows:</p> <table border="0"> <tr> <td>CR 2.8</td> <td>Number of full-time faculty</td> <td>Don Smith</td> </tr> <tr> <td>CR 2.9/CS 3.8.1-3</td> <td>Learning Resources and Services</td> <td>Don Smith</td> </tr> <tr> <td>CR 2.10</td> <td>Student support services</td> <td>Barbara Michaelides</td> </tr> <tr> <td>CS 3.2.8</td> <td>Qualified administrative and academic officers</td> <td>Don Smith</td> </tr> <tr> <td>CS 3.3.1.1</td> <td>Institutional effectiveness: educational programs</td> <td>Allison Thompson</td> </tr> <tr> <td>CS 3.4.3</td> <td>Admissions policies</td> <td>Barbara Michaelides</td> </tr> <tr> <td>CS 3.4.11</td> <td>Qualified academic program coordinators</td> <td>Don Smith</td> </tr> <tr> <td>CS 3.11.3</td> <td>Physical facilities</td> <td>Allison Thompson</td> </tr> <tr> <td>FR 4.1</td> <td>Student achievement</td> <td>Allison Thompson</td> </tr> <tr> <td>FR 4.2</td> <td>Program curriculum</td> <td>Marilyn McIntosh</td> </tr> <tr> <td>FR 4.3</td> <td>Publication of policies</td> <td>Paula Thornhill</td> </tr> <tr> <td>FR 4.4</td> <td>Program length</td> <td>Marilyn McIntosh</td> </tr> <tr> <td>FR 4.5</td> <td>Student complaints</td> <td>Barbara Michaelides</td> </tr> <tr> <td>FR 4.6</td> <td>Recruitment materials</td> <td>Barbara Michaelides</td> </tr> <tr> <td>FR 4.7/CS 3.10.2</td> <td>Title IV program responsibilities/financial aid audits</td> <td>Don Smith</td> </tr> <tr> <td>FR 4.8</td> <td>Distance and correspondence education</td> <td>Paula Thornhill</td> </tr> <tr> <td>FR 4.9</td> <td>Definition of credit hours</td> <td>Marilyn McIntosh</td> </tr> <tr> <td>CS 3.13</td> <td>Policy compliance</td> <td>Paula Thornhill</td> </tr> </table> <p>3. Timetable - President Bruno will receive notification from SACSCOC in April 2014 that our insitutional report is due to the Commission in March of 2015 and will be reiveid by that Commission in June 2015.</p> <p>4. Computing Center and final report - There are two options for compiling, producing, and publishing the report: using a</p>		CR 2.8	Number of full-time faculty	Don Smith	CR 2.9/CS 3.8.1-3	Learning Resources and Services	Don Smith	CR 2.10	Student support services	Barbara Michaelides	CS 3.2.8	Qualified administrative and academic officers	Don Smith	CS 3.3.1.1	Institutional effectiveness: educational programs	Allison Thompson	CS 3.4.3	Admissions policies	Barbara Michaelides	CS 3.4.11	Qualified academic program coordinators	Don Smith	CS 3.11.3	Physical facilities	Allison Thompson	FR 4.1	Student achievement	Allison Thompson	FR 4.2	Program curriculum	Marilyn McIntosh	FR 4.3	Publication of policies	Paula Thornhill	FR 4.4	Program length	Marilyn McIntosh	FR 4.5	Student complaints	Barbara Michaelides	FR 4.6	Recruitment materials	Barbara Michaelides	FR 4.7/CS 3.10.2	Title IV program responsibilities/financial aid audits	Don Smith	FR 4.8	Distance and correspondence education	Paula Thornhill	FR 4.9	Definition of credit hours	Marilyn McIntosh	CS 3.13	Policy compliance	Paula Thornhill
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commercial product or having ULM Computing Center build a product. Since President Bruno has indicated that funds will be available, Chair Smith, in conjunction with Chance Eppinette of the ULM Computing Center, will invite 2 vendors to campus for product demonstrations; then a decision can be made about which option fits ULM's needs best.

CONCLUSIONS

Next meeting on Monday, March 10 at 2pm in ULIB 420.

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

Members should determine who among faculty and staff will work with them on each assigned compliance item.

All members

3/10/2014