



**The University of Texas at Dallas**  
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## AGENDA

2018 SACSCOC Reaffirmation Leadership Team Meeting  
January 13, 2016 – 1st meeting  
Lone Star Conference Room, AD 3.104

1. Call to Order Serenity King
2. Approval of Minutes Serenity King
3. Announcements Serenity King
  - A. Evaluator Registry
  - B. Introduction of Next Meeting's SACSCOC Policies: <http://www.sacscoc.org/policies.asp>  
Examples:
    1. Institutional Obligations for Public Disclosure
      - 1a. FR 4.1 Student achievement website
4. Formation of Reaffirmation Committees Discussion 2 Team Groups
  - A. 2007 Reaffirmation Teams
    1. URL for 2007 Teams: <http://sacscoc.utdallas.edu/2007-review/reaffirmation-teams>
    2. List of 2007 reaffirmation members still at UT Dallas
  - B. Reaffirmation Teams at Other SACSCOC Universities and Community Colleges
  - C. Preliminary Recommendations from Groups for 2018 Teams

<u>Group 1</u>	<u>Group 2</u>
Laird (Lead)	Gentsch (Lead)
Leeper Piquero	Hammers
Murphy	Peinhardt
Venetis	Musselman
Kaplan	King
6. Adjournment Serenity King

## ITEM 2

### December 11, 2015 Meeting Minutes

UT Dallas Dox: <http://dox.utdallas.edu/minutes1244/dcpcajccgr>

# **2018 SACSCOC Leadership Team**

## **Meeting Minutes**

Friday, December 11, 2015 10:00AM  
Lonestar Conference Room, AD 3.104

### **I. Attendees:**

B. Hobson Wildenthal, Inga Musselman, Serenity King (Chair), Kim Laird, Clint Peinhardt, Josh Hammers, Mary Jo Venetis, Nicole Leeper Piquero, Jessica Murphy, Joanna Gentsch, Vy Trang, Ryan Dorman, Caroline Ries

**Absent:** Sarah Maxwell, Simon Kane

### **II. Pop Quiz:** several True/False questions regarding principles.

Approval of Nov. 6 meeting minutes. Minutes approved.

Announcements: Sarah Maxwell will no longer be on leadership team due to unforeseen circumstances. Marilyn Kaplan will replace her as the Undergraduate Education representative. Introduction of Ryan Dorman, graduate student, to leadership team. The timeline for UTD reaffirmation has been announced by SACSCOC. VPs, Deans recommended to be present for on-site visit (March 6-8, 2018). It is suggested that no vacation be authorized between Nov. 10, 2017 - Jan. 23, 2018 in case a focused response is requested by SACSCOC to the Compliance Certification Report (CCR). UT Dallas has been offered an opportunity to observe the on-site visit for Northwestern State University on March 14-16, 2017. Jessica Murphy, Nicole Leeper Piquero, Mary Jo Venetis are interested in attending. Marilyn Kaplan will be asked if she is interested. Attendees will be determined as the visit draws closer. Members are asked if they would like to be provided printouts for binders at each meeting. All members vote "Yes".

**ACTION ITEM:** Regular team meetings once a month on Fridays with exception of January. There will be two meetings in January (1/15 and 1/22, tentatively). Vy will send out doodle poll.

January meetings: the number of committees and committee member recommendations will be made at the next meeting. One member mentioned that the Administrative Services committee is similar to the Communications committee whose role is to facilitate communications between the different committees, the President's Cabinet, and the Provost's Office. The question was raised: should the name of the Administrative Services committee be changed? The Operational Assessment committee may also need to be considered for removal because it may be redundant with the Administrative Services committee. A suggestion was made that the

Leadership Team, Steering Committee, and Executive Committee are not all needed and the Committee for Federal Mandates can be collapsed with the Committee for Mission, Governance and Administration.

**ACTION ITEM:** The team has been divided into two groups (Agenda Item 5C). These groups should have their first draft of their recommendations for memberships for committees, which will help determine which committees are needed at the next meeting.

The next meeting will be solely devoted to the discussion of the committee memberships and nominations so the lists can be turned over to the rest of the university committee for input and the nominees can be asked if they will participate so the Reaffirmation can be launched.

Faculty Senate will nominate half of the QEP Committee and the Leadership Team will nominate the other half. Finance and Human Resources representatives should also be considered for the QEP Committee. The faculty's other obligations in existing committees should be taken into consideration.

Lessons Learned from Houston: All Annual Meeting attendee comments are included in the meeting packet (Item 6B). All team members took turns presenting what lessons they learned from Houston.

An emphasis was placed on the importance of the attitude of the Leadership Team for setting the tone for how the university perceives the reaffirmation. It is too easy to groan and roll eyes about reaffirmation due to the monitoring situation. Nicole Leeper Piquero, Clint Peinhardt, Jessica Murphy, and Joanna Gentsch have stronger faculty ambassador roles. The SACSCOC Principles are just a "cookbook" for good principles on how a university should be run. This is a good chance to move away from the assessment piece of SACSCOC and focus more on all the other principles. This is a good opportunity to showcase what the university is doing well. The timeline for the writing of the CCR is reviewed. Deadlines for the writing of the committee reports should be kept. If the committee responsible for writing the drafts of the reports do not meet the deadlines, there should be a next-level committee that will write the report whether it be the leadership team or a writing team. The strategic plan needs to be updated or Principle 2.5 will not be met. The non-academic assessment coordinator position has been posted and qualified candidates are needed.

Principle 2.8: Number of full-time faculty. How are full-time faculty counted for each degree program (not categorized by tenure/tenure-track vs. non-tenure track).

Importance of Handbook Operating Procedures process: how policies are reviewed, passed and get posted.

Fast-Track: Serenity, Alex Piquero and Joanna Gentsch attended a session about Fast-track. SACSCOC is unhappy with Fast-track but they have no authority over it. The other institutions that were at the same session did not think it is ethical for undergraduates and graduates to be in the same class. UTD must ensure that the schools are following the procedures set by the university and will have to justify why we are allowing the students to double-count.

Concurrent Course Evidence: UTD has the appropriate process for concurrent course approval but do not require that the faculty keep documentation that provides that the graduate students are doing additional coursework.

**ACTION ITEM:** In 2017, we will need to provide evidence (actual coursework, not syllabi).

Assessment for concentrations/minors: Dr. Crystal Baird stated that any minors that do not have a corresponding major and concentrations that are advertised as a program even if it is embedded within a degree program must be assessed.

**ACTION ITEM:** Gloria Shenoy will be having conversations with the program/department heads about this.

Members agreed that tone/attitude is very important.

Reauthorization of Higher Education Act may impact the reaffirmation process.

The university needs to clarify what a “complaint” is. A complaint log will need to be submitted for reaffirmation.

Summer Institute at Gaylord Hotel in June 2016: focuses on the QEP process.

**ACTION ITEM:** Drs. Piquero, Murphy, Peinhardt, Gentsch should think of which faculty should attend.

Next Annual Meeting is in Atlanta, GA in Dec. 2016.

Faculty Senate needs to be more involved and communicate with campus faculty about changes. At every senate meeting, Serenity will give reaffirmation updates and UTD SACS website will also be updated with new information.

## **ITEM 3A**

### Evaluator Registry

Currently listed for UT Dallas:

Serenity King

Gerald (Gerry) Burnham

Michael Carriaga

Kimberly Laird

Jessica Murphy

Ellen Safley

Sue Sherbet

Gloria Shenoy

Mary Jo Venetis

# ITEM 4A2 - Amended

## List of 2007 Reaffirmation Members Still at UT Dallas

After January 13, 2016 meeting, removed additional members who are no longer with UT Dallas.

Revised total = 108 members out of 201 (54%) from 2007 Reaffirmation Committees who may be available to serve on 2018 Reaffirmation Teams

<b>Name</b>	<b>School /Department</b>
Gerald Burnham	Academic Affairs and Provost
Austin Cunningham	Academic Affairs and Provost
Richard Huckaba	Academic Affairs and Provost
Serenity King	Academic Affairs and Provost
Simon Kane	Academic Affairs and Provost
Abby Kratz	Academic Affairs and Provost
Mona Metcalf	Academic Affairs and Provost
Inga Musselman	Academic Affairs and Provost
Mary Jo Venetis	Academic Affairs and Provost
John Wiorkowski	Academic Affairs and Provost
Paulina Schleppenbach	Comet Center
Deborah Day	Development & Alumni Relations
B. Hobson Wildenthal	Executive Vice President and Provost and President <i>ad interim</i>
Sam Eicke	Facilities Management
Kent Mecklenburg	Graduate Studies Office
Brian McElroy	Information Security
Toni Messer Stephens	Internal Audit
Darren Crone	Learning Technologies
Arthur Gregg	Multicultural Center
James Michalek	Office of Strategic Planning and Analysis
Lawrence Redlinger	Office of Strategic Planning and Analysis
Susan Rogers	Office of University Advancement
Pete Bond	Procurement
Tricia Losavio	Recreational Sports
Rafael Martin	Research

Sonja Miley	Research
Kathryn Evans	School of Arts & Humanities
Dennis Kratz	School of Arts & Humanities
Pat Michaelson	School of Arts & Humanities
Clay Reynolds	School of Arts & Humanities
Rainer Schulte	School of Arts & Humanities
Marilyn Waligore	School of Arts & Humanities
Michael Wilson	School of Arts & Humanities
Midori Kitagawa	School of Arts, Technology, & Emerging Communication
Dean Terry	School of Arts, Technology, & Emerging Communication
Jim Bartlett	School of Behavioral & Brain Sciences
Carol Cokely	School of Behavioral & Brain Sciences
Richard Golden	School of Behavioral & Brain Sciences
Christa McIntyre	School of Behavioral & Brain Sciences
Margaret Owen	School of Behavioral & Brain Sciences
Ross Roeser	School of Behavioral & Brain Sciences
Melanie Spence	School of Behavioral & Brain Sciences
Robert Stillman	School of Behavioral & Brain Sciences
Linda Thibodeau	School of Behavioral & Brain Sciences
Tres Thompson	School of Behavioral & Brain Sciences
Anne Van Kleeck	School of Behavioral & Brain Sciences
Bonnie Dougherty	School of Behavioral & Brain Sciences
Susie Milligan	School of Behavioral & Brain Sciences
Kurt Beron	School of Economic, Political & Policy Sciences
Harold Clarke	School of Economic, Political & Policy Sciences
Euel Elliott	School of Economic, Political & Policy Sciences
Jennifer Holmes	School of Economic, Political & Policy Sciences
Bruce Jacobs	School of Economic, Political & Policy Sciences
Richard Scotch	School of Economic, Political & Policy Sciences
Marianne Stewart	School of Economic, Political & Policy Sciences
Lynne Boyer	School of Economic, Political & Policy Sciences
Rita Medford	School of Economic, Political & Policy Sciences



Gopal Gupta	Erik Jonsson School of Engineering & Computer Science
John Hansen	Erik Jonsson School of Engineering & Computer Science
Kamran Kiasaleh	Erik Jonsson School of Engineering & Computer Science
Duncan MacFarlane	Erik Jonsson School of Engineering & Computer Science
Simeon Ntafos	Erik Jonsson School of Engineering & Computer Science
Rosie Diaz	Erik Jonsson School of Engineering & Computer Science
Kathy Gribble	Erik Jonsson School of Engineering & Computer Science
Linda Wilson	Erik Jonsson School of Engineering & Computer Science
Dachang Cong	School of Interdisciplinary Studies
George Fair	School of Interdisciplinary Studies
Karen Prager	School of Interdisciplinary Studies
Elizabeth Salter	School of Interdisciplinary Studies
Tonya Wissinger	School of Interdisciplinary Studies
Varghese Jacob	Naveen Jindal School of Management
Marilyn Kaplan	Naveen Jindal School of Management
Robert Kieschnick	Naveen Jindal School of Management
Diane McNulty	Naveen Jindal School of Management
David Ritchey	Naveen Jindal School of Management
David Springate	Naveen Jindal School of Management
Amy Troutman	Naveen Jindal School of Management
John Burr	School of Natural Sciences & Mathematics
John Ferraris	School of Natural Sciences & Mathematics
John Ferguson	School of Natural Sciences & Mathematics
Matt Goeckner	School of Natural Sciences & Mathematics
Juan Gonzalez	School of Natural Sciences & Mathematics
John Hoffman	School of Natural Sciences & Mathematics
M. Ali Hooshyar	School of Natural Sciences & Mathematics
David Lewis	School of Natural Sciences & Mathematics
Xinchou Lou	School of Natural Sciences & Mathematics
Paul Pantano	School of Natural Sciences & Mathematics
John Sibert	School of Natural Sciences & Mathematics
Mary Urquhart	School of Natural Sciences & Mathematics
Lorre Antoine	School of Natural Sciences & Mathematics
Linda Heard	School of Natural Sciences & Mathematics
Phyllis Jean	School of Natural Sciences & Mathematics

Eloise Square  
Sue Sherbet  
Kimberly Winkler  
Susan McKee  
James Cannici  
Cheryl Friesenhahn  
Mary Walters  
Don Davis

Andrew Blanchard  
Hillary Campbell  
John Jackson  
Allen Clayton  
Ellen Safley  
Cristen Casey  
Rodolfo Hernandez  
Lauren DeCillis

School of Natural Sciences & Mathematics  
Student Affairs  
Student Affairs / Dean of Students  
Student Affairs / Dean of Students  
Student Counseling  
Student Financial Services / Bursar's  
Student Union  
Technology Customer Services  
Undergraduate Education Office / Academic  
Affairs and Provost  
Undergraduate Education  
Undergraduate Education  
University Library  
University Library  
UT Dallas International Center  
UT Dallas International Center  
Women's Center

## **ITEM 4B**

Reaffirmation Teams at Other SACSCOC Universities and  
Community Colleges

## Reaffirmation Teams at Other SACSCOC Universities and Community Colleges

### Reaffirmation 2018

#### *Texas A & M University*

<http://provost.tamu.edu/initiatives/sacs-coc-accreditation>

<http://provost.tamu.edu/initiatives/accreditation-documents/sacs-leadership-team>

Total: 3 teams to date

Leadership Team

Steering Committee

QEP Committee: <http://provost.tamu.edu/initiatives/quality-enhancement-plan/2015QEPCollegeAdministratorsRoster.pdf>

### Reaffirmation 2017

#### *Vanderbilt University*

<http://www.vanderbilt.edu/provost/sacscoc/about.php>

<http://www.vanderbilt.edu/provost/sacscoc/teams.php>

Total: 7 teams

Leadership Team (no committee charge listed)

Mission, Governance and Administration Committee

Academic Programs, Research, and Faculty Committee

Student Affairs and Academic Support Committee

Financial Resources Committee

Physical Resources and Community Engagement Committee

QEP Committee

#### *University of Louisville*

<http://louisville.edu/oapa/uofl-institutional-accreditation>

<http://louisville.edu/oapa/SACS2017Committeeoutline.pdf>

Total: 3 teams + 8 subcommittees

Leadership Team

QEP Team

Compliance Certification Team with 8 subcommittees

1. Mission, Governance, and Administration Subcommittee
2. Institutional Effectiveness Subcommittee
3. Educational Programs Subcommittee
4. Faculty Subcommittee
5. Library and Learning/Information Resources Subcommittee
6. Student Affairs and Services Subcommittee
7. Financial Resources Subcommittee

## 8. Physical Resources Subcommittee

### ***Baylor University***

<http://www.baylor.edu/sacs/index.php?id=28110>

Total: 6 teams (teams listed are from 2005; website has not been updated)

Baylor SACS Reaffirmation Task Force (no committee charge)

Administrative Assessment Committee

Academic Assessment Committee

Faculty Credentials Committee

QEP Topic Selection Committee

Financial and Physical Resources Committee

### **Reaffirmation 2016**

### ***University of North Texas***

<http://reaffirmation.unt.edu/>

<https://institutionalresearch.unt.edu/sacscoc-accreditation>

<http://reaffirmation.unt.edu/reaffirmation-leaders/leadership-committee>

Total: 5 teams + 5 workgroups

Leadership Committee (no committee charge)

Steering Committee

IE Academic Group

IE Administrative Committee

Writing Teams/Authors

1. Governance and Administration
2. Financial and Physical Resources
3. Faculty
4. Curriculum and Instruction
5. Learning Resources and Academic/Student Support Services

### ***Clark Atlanta University***

<http://www.cau.edu/sacscoc/overview.html>

<http://www.cau.edu/sacscoc/teams.html>

Total: 3 teams + 4 ancillary teams

Leadership Team

Compliance Certification report (CCR) Team

QEP Team

Ancillary Teams

1. Resource Team
2. Writing Team
3. Technical/Web Support

#### 4. On-site Hospitality Team

**Middle Georgia State University** (set up similar to Alamo Colleges, St Philip's College; offers bachelor's and associate degrees)

<http://www.mga.edu/SACSCOC/default.aspx>

<http://www.mga.edu/SACSCOC/organization.aspx>

Total: 4 teams + 11 workgroups

Executive Leadership Team (no committee charge; responsibilities listed)

Project Leadership

Steering Teams (Provost's Cabinet, Dean's Council, IE Planning committee)

Core Team (functional team leaders from 11 workgroups)

1. Educational Programs
2. Learning Resources
3. Student Affairs
4. Governance and Organization
5. Enrollment Management
6. Faculty and Staff Affairs
7. Faculty Credentials
8. Mission and IE
9. Financial Resources
10. Physical Resources
11. QEP Development

#### **Reaffirmation 2015**

##### **UT El Paso**

<http://www.provost.utep.edu/index.php/reaffirmation-resources>

<http://www.provost.utep.edu/index.php/committee-members>

Total: 2 teams

Reaffirmation Steering Committee

QEP Committee (as indicated by the QEP committee minutes on the resources web page)

##### **Alamo Colleges – St Philip's College (Community College)**

<http://www.alamo.edu/spc/accreditation/>

[http://www.alamo.edu/uploadedFiles/SPC/Faculty\\_and\\_Staff/Departments\\_Non-Academic/Planning\\_and\\_Research/SACSCOC/Files/SACSReaffirmationProjectCharter.pdf](http://www.alamo.edu/uploadedFiles/SPC/Faculty_and_Staff/Departments_Non-Academic/Planning_and_Research/SACSCOC/Files/SACSReaffirmationProjectCharter.pdf)

Total: 5 teams + 11 workgroups

Executive Leadership Team (no committee charge; responsibilities listed)

Project Leadership

Steering Teams (Cabinet, Deans and Directors Council)

Editorial Team (part of Core Team)

#### Core Team and workgroups

1. Educational Programs
2. Institutional Effectiveness
3. Student/Academic Support Services
4. Administrative (Financial and Facilities)
5. College-wide Artifacts
6. Enrollment Management
7. Faculty and Staff Affairs
8. Governance
9. QEP
10. Faculty Credentials
11. Policy Compliance

#### **Reaffirmation 2015**

##### ***Texas Tech University***

[http://www.depts.ttu.edu/opa/reaffirmation\\_teams\\_2015/2015Reaffirmation.php](http://www.depts.ttu.edu/opa/reaffirmation_teams_2015/2015Reaffirmation.php)

Total: 10 teams

Governance/Administration

Institutional Effectiveness

Undergraduate Education

Faculty Credentialing / Faculty Issues

Student Services

QEP

Graduate Education

Distance Education

Learning/Information Resources

Substantive Change

##### ***University of West Florida***

<http://uwf.edu/offices/aspire/accreditation-institutional/uwfs-2015-sacscoc-reaffirmation-review/>

Total: 30 teams

Reaffirmation Leadership Team

Reaffirmation Project Management

Reaffirmation Coordination Team: <http://uwf.edu/offices/aspire/2015-reaffirmation-review/teams/reaffirmation-coordination-team/>

1. Governing Boards
2. President's Division
3. Academic Affairs Division
4. Student Affairs Division
5. University Advancement Division
6. Business, Finance, and Facilities Division

Compliance Certification Team: <http://uwf.edu/offices/aspire/2015-reaffirmation-review/teams/compliance-certification-teams/>

1. Governance and Administration
2. Mission, Strategic Planning, and Institutional Effectiveness
3. Enrollment Affairs
4. Academic Programs
  - i. General Education
  - ii. Undergraduate Programs
  - iii. Graduate Programs
  - iv. Research
  - v. Off-Campus Instructional Sites and Distance & Continuing Education
  - vi. Faculty
5. Library/Learning/Information Resources
6. Academic and Student Support Services & Activities
7. Advancement and Service & Community Engagement
8. Financial & Physical Resources
9. Coordination of Efforts to Meet Data and Information Needs

QEP <http://uwf.edu/media/university-of-west-florida/offices/aspire/elements/docs/accred/SACSCOC-Reaffirmation-Leadership-Org-Chart.pdf>

1. Steering
2. Selection
3. Development
4. Implementation



## **ITEM 4C - Amended**

Preliminary Recommendations from Groups for  
2018 Teams

Group 1: Preliminary recommendation included

Group 2: To be shared at meeting; printouts will be  
inserted after meeting

Amendment: Group 2's recommendation added to  
the agenda packet after meeting.

## **Group 1's Preliminary Recommendations for 2018 Reaffirmation Committees**

Group 1 met on January 6, 2016 to discuss the formation of the 2018 Reaffirmation Committees. We reviewed the UT Dallas 2007 committee structure; we also reviewed a small set of universities and community colleges committees who are undergoing (or already completed) the reaffirmation process.

Group 1 decided to eliminate duplication and to reduce silos by ensuring that all key representatives work together during the reaffirmation process. We decided to streamline the committee structure, and propose the following set up:

- Leadership Team
- Steering Committee
- Committee for Mission, Governance, and Administration
  - Subcommittee: University Support (financial/physical resources, and Information Resources/Information Security)
  - Subcommittee: Board, CEO, Organization
- Undergraduate Education Committee
  - includes Core (general education), curriculum, admissions, distance learning (distance education), and advising
- Graduate Education Committee
  - includes curriculum, admissions, distance learning (distance education), and advising
- Institutional Effectiveness Committee
  - Subcommittee: Academic Assessment
  - Subcommittee: Administrative Services Assessment
  - Subcommittee: Faculty Evaluation and Planning
  - Subcommittee: Student Support Services and Library
- Quality Enhancement Plan (QEP) Committee

We also propose the addition of a Writing/Editorial Team to the Ancillary Team structure. Currently, we have Technical/Web Support led by Simon Kane and the Provost's Technology Group.

We have not proposed any names until we receive the official committee structure at the January 13 Leadership Team meeting.

The following pages show the inclusion of Principles for each committee which is similar to Texas Tech's set up on its accreditation website. We are uncertain whether to include the Principles on the 2018 UT Dallas website for each committee but we agreed that they should be shared with the committee members after their appointments.

## **Proposed Committee Structure**

### **Under Leadership Team's Auspices**

Leadership Team

Steering Committee

### **Governance and Administration**

Committee for Mission, Governance, and Administration

- Subcommittee: University Support (Financial/Physical Resources, and Information Resources/Information Security)
- Subcommittee: Board, CEO, Organization

#### **Governance Principles**

CR 2.1 Degree-granting authority

CR 2.2 Governing board

CR 2.3 Chief Executive Officer (CEO aka president)

CR 2.4 Institutional mission

CR 2.6 Continuous operation

CR 2.11.1 Financial resources (cross-referenced to CR 2.2, CS 3.10.1, and CS 3.10.4)

CR 2.11.2 Physical resources (cross-referenced to CS 3.11.1, CS 3.11.2, and CS 3.11.3)

CS 3.1.1 Mission

CS 3.2.1 CEO evaluation/selection

CS 3.2.2 Governing board control

CS 3.2.3 Board conflict of interest

CS 3.2.4 External influence

CS 3.2.5 Board dismissal

CS 3.2.6 Board/administration distinction

CS 3.2.7 Organizational structure

CS 3.2.8 Qualified administrative/academic officers

CS 3.2.9 Personnel appointment (excluding CEO, student assistants/workers, graduate assistants, etc.)

CS 3.2.10 Administrative staff evaluations (excluding CEO)

CS 3.2.11 Control of intercollegiate athletics

CS 3.2.12 Fund-raising activities

CS 3.2.13 Institutional-related entities

CS 3.10.1 Financial stability

CS 3.10.3 Control of finances

CS 3.10.4 Control of sponsored research/external funds

CS 3.11.1 Control of physical resources

**Policy Principles**

- CS 3.12.1 Substantive change
- CS 3.13.1 Policy compliance
- CS 3.14.1 Publication of accreditation status
- FR 4.3 Publication of policies
- FR 4.5 Student complaints

**Federal Requirements (may be covered by other committees as appropriate)**

- CS 3.10.2 Financial aid audits (federal and state)
- FR 4.1 Student achievement
- FR 4.2 Program curriculum (cross-referenced to CR 2.4, CS 3.1.1)
- FR 4.4 Program length
- FR 4.6 Recruitment materials
- FR 4.7 Title IV program responsibilities
- FR 4.8 Distance and correspondence education (distance learning)

**Faculty Governance Principles (will be covered by Undergraduate and Graduate Education Committees as appropriate)**

- CS 3.2.14 Intellectual property rights
- CS 3.4.1 Academic program approval
- CS 3.4.3 Admissions policies
- CS 3.4.5 Academic policies
- CS 3.7.5 Faculty role in governance

**Financial and Physical Resources Principles**

- CR 2.11.1 Financial resources (cross-referenced to CR 2.2)
- CR 2.11.2 Physical resources
- CS 3.2.2.2 Governing board control; fiscal stability of the institution
- CS 3.10.1 Financial stability
- CS 3.10.2 Financial aid audits (federal and state)
- CS 3.10.3 Control of finances
- CS 3.10.4 Control of sponsored research/external funds
- CS 3.11.1 Control of physical resources
- CS 3.11.2 Institutional environment
- CS 3.11.3 Physical facilities
- FR 4.7 Title IV program responsibilities Financial aid audits

**Information Resources / Information Security Principles**

- CS 3.4.12 Technology use (cross-referenced to CS 3.3.1.3)
- CS 3.8.1 Learning/information resources
- CS 3.11.3 Physical facilities [as related to computer / technology / security infrastructure]

## Education Committees

### Undergraduate Education Committee

- Includes Core (general education), curriculum, admissions, distance learning (distance education), and advising
- Does not include assessment (CS 3.3.1.1 and CS 3.3.1.3 which are under institutional effectiveness)

### Principles

CR 2.7.1 Program length

CR 2.7.2 Program content

CR 2.7.3 General education [core curriculum]

CR 2.7.4 Course work for degrees

CR 2.9 Learning resources and services

CR 2.10 Student support services (cross-referenced to CS 3.9.1 and CS 3.9.2)

CS 3.4.1 Academic program approval (cross-referenced to CS 3.4.7 and CS 3.7.5)

CS 3.4.2 Continuing education/service programs (cross-referenced to CS 3.3.15 and CS 3.4.8)

CS 3.4.3 Admissions policies

CS 3.4.4 Acceptance of academic credits

CS 3.4.5 Academic policies

CS 3.4.6 Practices for awarding credit

CS 3.4.7 Consortial relationships/contractual agreements

CS 3.4.8 Noncredit to credit

CS 3.4.9 Academic support services [includes advising, information technology, distance learning, etc.]

CS 3.4.10 Responsibility for curriculum

CS 3.4.11 Academic program coordination

CS 3.4.12 Technology use (cross-referenced to CS 3.3.1.3)

CS 3.5.1 General education competencies [core curriculum]

CS 3.5.2 Institutional credits for a degree

CS 3.5.3 Undergraduate program requirements

CS 3.8.1 Learning/information resources

CS 3.11.3 Physical facilities

CS 3.12.1 Substantive change (relating to courses and/or programs that represent a significant departure, either in content or method of delivery or at a different level, from those being offered; closing degree programs)

FR 4.1 Student Achievement

FR 4.2 Program curriculum

FR 4.3 Publication of policies

FR 4.4 Program length

FR 4.5 Student complaints

FR 4.6 Recruitment materials

FR 4.8 Distance and correspondence education (distance learning)

## FR 4.9 Definition of credit hours

### Graduate Education Committee

- Includes curriculum, admissions, distance learning (distance education), and advising
- Does not include assessment (CS 3.3.1.1 and CS 3.3.1.3 which are under institutional effectiveness)

### **Principles**

CR 2.7.1 Program length

CR 2.7.2 Program content

CR 2.7.4 Course work for degrees

CR 2.9 Learning resources and services

CR 2.10 Student support services (cross-referenced to CS 3.9.1 and CS 3.9.2)

CS 3.4.1 Academic program approval (cross-referenced to CS 3.4.7 and CS 3.7.5)

CS 3.4.2 Continuing education/service programs (cross-referenced to CS 3.3.15 and CS 3.4.8)

CS 3.4.3 Admissions policies

CS 3.4.4 Acceptance of academic credits

CS 3.4.5 Academic policies

CS 3.4.6 Practices for awarding credit

CS 3.4.7 Consortial relationships/contractual agreements

CS 3.4.8 Noncredit to credit

CS 3.4.9 Academic support services [includes advising, information technology, distance learning, etc.]

CS 3.4.10 Responsibility for curriculum

CS 3.4.11 Academic program coordination

CS 3.4.12 Technology use (cross-referenced to CS 3.3.1.3)

CS 3.6.1 Post-baccalaureate program rigor

CS 3.6.2 Graduate curriculum

CS 3.6.3 Institutional credits for a graduate degree

CS 3.6.4 Post-baccalaureate program requirements

CS 3.8.1 Learning/information resources

CS 3.11.3 Physical facilities

CS 3.12.1 Substantive change (relating to courses and/or programs that represent a significant departure, either in content or method of delivery or at a different level, from those being offered; closing degree programs)

FR 4.1 Student Achievement

FR 4.2 Program curriculum

FR 4.3 Publication of policies

FR 4.4 Program length

FR 4.5 Student complaints

FR 4.6 Recruitment materials

FR 4.8 Distance and correspondence education (distance learning)

FR 4.9 Definition of credit hours

## **Institutional Effectiveness Committees**

### Institutional Effectiveness Committee

- Subcommittee: Academic Assessment
- Subcommittee: Administrative Services Assessment
- Subcommittee: Faculty, Evaluation, and Planning
- Subcommittee: Student Support Services and Library

### **Principles**

CR 2.5 Institutional Effectiveness (cross-referenced to CS 3.3.1, CS 3.5.1, and FR 4.1)

CS 3.3.1 Institutional Effectiveness (cross referenced to CR 2.5, 2.9, 2.10)

CS 3.3.1.1 educational programs, to include student learning

CS 3.3.1.2 administrative support services

CS 3.3.1.3 academic and student support services

CS 3.3.1.4 research within its mission, if appropriate (cross-referenced to CS 3.7.3)

CS 3.3.1.5 community/public service within its mission, if appropriate (cross-referenced to CS 3.4.2)

### **Cross-referenced to the following principles:**

CR 2.9 Learning resources and services

CR 2.10 Student support services

CS 3.4.2 Continuing education/service programs

CS 3.5.1 College-level competencies

CS 3.7.3 Faculty Development

CS 3.8.1 Learning/information resources

FR 4.1 Student achievement

### **Faculty Evaluation and Planning Principles**

CR 2.8 Faculty

CS 3.2.8 Qualified administrative/academic officers [senior-level academic and administrative officers excluding CEO/president]

CS 3.2.9 Personnel appointment [including full-time and part-time faculty]

CS 3.4.1 Academic program approval

CS 3.4.5 Academic policies

CS 3.4.11 Academic program coordination [also listed within Undergraduate and Graduate Education Committees]

CS 3.5.4 Terminal degrees of faculty

CS 3.7.1 Faculty competence

CS 3.7.2 Faculty evaluation

CS 3.7.3 Faculty development

CS 3.7.4 Academic freedom

CS 3.7.5 Faculty role in governance (cross-referenced to CS 3.26 and CS 3.4.10); also listed in governance committee)

### **Student Support Services Principles**

- CR 2.10 Student support services
- CS 3.4.5 Academic policies
- CS 3.4.9 Academic support services
- CS 3.3.1.3 academic and student support services
- CS 3.9 Student Affairs and Services
  - CS 3.9.1 Student rights
  - CS 3.9.2 Student records
  - CS 3.9.3 Qualified staff
- FR 4.3 Publication of policies
- FR 4.5 Student complaints
- FR 4.6 Recruitment materials

### **Library Principles**

- CR 2.9 Learning resources and services
- CS 3.3.1.3 academic and student support services
- CS 3.8.1 Learning/information resources
- CS 3.8.2 Instruction of library use
- CS 3.8.3 Qualified staff

### **Quality Enhancement Plan (QEP) Committee**

- CR 2.12 Quality Enhancement Plan (QEP)
- CS 3.3.2 QEP
- Cross-referenced to CR 2.5 Institutional Effectiveness
- CR 2.11.1 Financial resources
- CR 2.11.2 Physical resources

### **Ancillary teams**

Technical/Web Support, led by Simon Kane and his team, Provost's Technology Group

Editorial/Writing/Resources Team Proposal

If established, Mary Jo Venetis to lead as chair? Members should include those who have expertise in editing and writing university publications.



## Group 2's Preliminary Recommendations

Group 2 corresponded via email and met on January 13<sup>th</sup> before the Leadership Team Meeting. Prior to the meeting, the group's objective was to review the 2007 committees as well as review the structure and membership of peer institutions' committees. It was also determined that names and titles of specific committee members would be put forth after the January 13<sup>th</sup> meeting.

One of the programs proposed as a model to emulate was UNT. Serenity noted that the strength of their model was the streamlined committees.

It was also noted that UT Austin has the same timeline as UT Dallas and will be undergoing the process at the exact same time. They only have 50 people assigned to writing the principles.

Based on this discussion, review and recommendations from group members who participated on the 2007 team, Group 2 recommended a consolidation of nine total committees comprised of six working groups that are aligned with the principles. These are outlined below:

- Leadership Team
- Steering Committee
  - Governance, Missions and Administration
  - Financial and Physical Resources
  - Faculty
  - Learning and Student Resources
  - Programs, Curriculum
  - Institutional Effectiveness
- QEP Council

### Additional Items:

There was some discussion about whether to divide undergraduate and graduate into different groups. In our case it is difficult to make clear-cut distinctions because of our fast-track programs and dual enrollment. If they are combined under one group we have flexibility in the assignment of principles.

There will not be distinct writing groups. They will be part of the committee and individuals will be taking on the writing as part of the committee role.

There will be overlap in the groups, i.e., between faculty and curriculum. Faculty will focus on issues such as hiring and academic freedom. Learning will include student resources, student affairs, academic services, and library and curriculum principles.

Austin is on the same time line and their first drafts are due on May 2<sup>nd</sup>.

For our first draft, principles will be assigned. Will need to update supporting documentation as well as evaluate what we are no longer doing and what we will need to add.

Representation on the committees should include some involved in 2007 but new additions will be very important to drive the process as well as help determine where the holes are in updating and review.