

**2018 SACSCOC Learning and Student Resources Committee
Meeting Minutes
August 18, 2016
Library Administrative Suite (MC 4.2)**

1. **Attendees:** Josh Hammers (Chair), Debbie Montgomery (Co-Chair), Dr. Vladimir Dragovic, Dr. Richard Golden, Dr. James Cannici, Cristen Casey, Dr. Darren Crone, Elizabeth Samuel, Dr. Amanda Smith, Dr. Mary Jo Venetis, Grant Branam, Dr. Paul Diehl

Absent: Don Davis, Frank Feagans, Kimshi Hickman, Luis Garcia Fuentes, John Jackson

2. Announcements

Minutes approved for June 28

Debbie demonstrated how to upload supporting documentation, how to cite references in the narratives, how to construct citations that are urls, and how to submit urls to ptg to be captured.

September 1 meeting is cancelled. Josh urged subcommittees that have not yet met to use this time to meet.

ACTION ITEM: Send link for the Website Capture Request form to committee.

3. Review of Principles 3.9.2 Student Records (Elizabeth Samuel) and 2.10 Student Support Services (Cristen Casey)

Proposal for Next Steps: Meeting on September 15 the committee will review principles CR 2.9 Learning Resources and Services, CS 3.9.1 Student Rights and FR 4.5 Student Complaints

4. Meeting Adjourned