

The University of Texas at Dallas

2018 SACSCOC Financial and Physical Resources and Information Technology (FPRIT) Committee Meeting Minutes

August 31, 2016

4:00 pm – 5:00 pm Lone Star Conference Room (AD 3.104)

I. Attendees

Member	In Attendance	Member	In Attendance
Denise Paquette Boots	X	Kim Laird	X
Mariah Armitage		Terry Pankratz	X
Paula Austell	X	Ravi Prakash	X
Darren Crone	X	Toni Stephens	
Naomi Emmett	X	Chad Thomas	
Joseph M. Izen		M. Beth Tolan	X
Abby Kratz	X	Scott Willett	
Kelly Kinnard		Larry Zacharias	X

II. Call to Order and Introductions (Kim Laird)

III. Approval of June 27, 2016 Meeting Minutes

Abby Kratz motioned to approve, Denise Boots seconded the motion. The meeting minutes were approved unanimously.

IV. Announcements/Update (Laird presented the following information)

a. Student Financial Aid Audit (Beth Tolan)

1.State Auditor's Office (SAO) will be on campus the first two weeks in October (Weeks of 10/3 and 10/10)

2.Field work has begun

- Several student award data files compiled and submitted to the SAO's office (8 files to date)
- Security access review conducted via offsite review

b. QEP Topic Selection Update (Laird)

1.Topic Selection Committee recommended First Year Experience at UT Dallas as the QEP topic to the SACSCOC Leadership Team

- Draw on previous first year success initiatives including the Student Success Center
- Include all first year students—first time freshman, transfer students, and first time graduate students

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2. Dr. Jessica Murphy presented topic to Dr. Benson August 26 with Serenity King and Drs. Wildenthal, Musselman, and Laird in attendance.
3. Dr. Murphy has made recommendations for membership to the QEP Development and Implementation Committee
 - The QEP Development and Implementation Committee's first task will be to write a more detailed proposal with a budget—late Fall 2016
 - Once approved, pilot to be developed Spring-Fall 2017
 - Work will culminate in writing the Quality Enhancement Plan, due in January 2018.
4. Reminder--SACSCOC reviewers will visit the campus March 6-8, 2018.

V. Workgroup Updates (Laird, All)

- a. Alumni E-mail Workgroup (Willett via Laird)
 1. Permanent UTD email for alumni is an official OIT project
 2. Work should begin within the next month.
- b. FPRIT narrative workgroup updates
 1. Financial/Research Narratives (Laird):
 - CR 2.11.1 Financial Resources and Stability
 - CS 3.10.1 Financial Stability
 - CS 3.10.3 Control of Finances
 - CS 3.10.4 Control of Sponsored Research
 - a. Subcommittee for 2.11.1, 3.10.1, and 3.10.3 met on July 27, 2016
 - b. Narrative sections being reviewed by subject matter experts (SMEs) and edited; supporting documents being identified and gathered
 - c. Research narrative shared with Office of Sponsored Programs for SME review and feedback
 2. Student Financial Aid Narratives (Tolan):
 - CS 3.10.2 Financial Aid Audits
 - FR 4.7 Title IV Program Responsibilities
 - a. Plans to have drafts for committee review soon
 - b. Asked for input on inclusion of state and institutional aid in total student aid even though only federal student aid audited by SAO
 - Terry Pankratz and Kim Laird suggested that the total aid amount should include all student financial aid

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- Abby Kratz suggested aid should be itemized in narrative to identify specific components
 - c. Most recent Student Financial Aid Audit was conducted for fiscal year 2012 with a follow-up on remediation items included in the SAO's 2013 audit report.
3. Physical Resources and Facilities (Kelly Kinnard and Willett via Laird)
- CR 2.11.2 Physical Resources
 - CS 3.11.3 Physical Facilities
 - a. Kinnard continues to rewrite sections of both narratives following significant internal (organizational structure) and external (Title IX requirements) changes
 - b. Darren Crone has edited the e-learning portion of 3.11.3 narrative; Willett has reviewed and made a few edits.
 - c. Draft submitted to committee Work Area
4. Physical Resources—Control
- CS 3.11.1 Control of Physical Resources (no update provided)
5. Environment (Chad Thomas and Larry Zacharias)
- CS 3.11.2 Institutional Environment
 - a. Zacharias has updated safety and security sections of narrative
 - b. Draft uploaded to committee work area folder
- VI. Remaining Meeting Schedule (Laird)
- a. September 26, 2016
 - b. October 24, 2016
- VII. Reminder—narrative review due date: November 1, 2016

ACTION ITEM: Continue to work on edits to narrative drafts and gathering supporting documentation. Do not be shy about uploading narrative drafts and documents to our committee's work area. Laird and Tolan will work with the Provost Technology Group to ensure correct labeling and file locations. Also, do not hesitate to reach out to Laird and Tolan with any questions or need for additional resources.

VIII. Adjournment (Laird)

With no further business to discuss, the FPRIT regular committee meeting adjourned at approximately 4:35 pm.