

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.