

2018 SACSCOC Mission, Governance, and Administration Committee

Meeting Minutes

Monday, April 11, 2016 9:00 – 10:00AM
Bluebonnet Conference Room, AD 3.108A

I. Attendees:

David Cordell (chair), Serenity Rose King (co-chair), Kurt J. Beron, Colleen Dutton, Abby R. Kratz, Terry Pankratz, Richard K. Scotch, Timothy Shaw, Sue Sherbet, Mary Jo Venetis, Vy Trang, Caroline Ries

II. Introduction of Members

Members of the mission, governance, and administration committee were introduced.

III. Deliverables

Deadlines/Times

The first draft is due to the Leadership Team by November 1, 2016. The text from the 2007 CCR and an updated list of new or revised principles will be provided.

ACTION ITEM: The committees will need to review the CCR and indicate what needs to be deleted from the report because the university is no longer doing it, what needs to be added because we are doing it now and we were not doing it then, and what we are still doing now but doing differently from then so the text will need to be updated. Also, the committees will recommend anything that needs to be revised to be in compliance.

The CCR is due to SACSCOC by September 11, 2017. An off-site committee will review the report in November 2017. A focused response report will be submitted by January 23, 2018 to address any findings identified by the off-site committee. The final draft of the QEP will also be due on January 23, 2018.

All committee members should plan to be available during March 6-8, 2018 for the on-site review. The reviewers will meet with members of the leadership team, steering committee, and other committee members. Dr. Gerry Burnham, Associate Provost and Professor in ECS, recently served as an evaluator for the University of Alabama-Huntsville reaffirmation. One of his observations during the visit was that the review team expected all administration members, vice-presidents, deans, program heads, and associate program heads to be available to meet with them as needed.

IV. Committee Resources

Resources such as the UTD SACSCOC website, *Resource Manual for the Principles of Accreditation: Foundations for Quality Enhancement*, 2007 CCR, 2008 Focused Response Report, and the Top 10 Cited Principles in 2013 and 2014 are included in the meeting agenda packet.

Simon Kane, Assistant Provost, is creating an online workspace for each of the committees.

ACTION ITEM: Members need to read the principles assigned to the committee in the *Resource Manual*.

ACTION ITEM: Serenity will send the digital version of the *Resource Manual* to the committee.

ACTION ITEM: Serenity will demonstrate DOX, a document repository system, to the committee at a future meeting.

V. Future Meeting

The next Steering Committee meeting will be held during the last week of April. All committees do not need to meet over the summer but it may be helpful for some committees to meet over the summer.

ACTION ITEM: Vy Trang will send a doodle poll with date/time options for May, June, July and August meetings.

VI. Adjournment