



SACS Steering Committee Minutes June 6, 2000

Attending: Bill Bompart, Vera Boyll, Roxann Bustos, Jim Garvey, Richard Harrison, Carolyn Ingraham, Bob Johnston, Laura Nichols, Sandy Reinke, Jackie Stewart, Julian Veal, and Ray Whiting

Meeting Location:

The SACS Steering Committee will meet June 13, 2000, at 1:30 p.m., Boykin-Wright.

Meeting Agenda:

Please review the agenda posted to the ASU-SACS list-serv and advise Ms. Nichols of changes.

Minutes:

- 1) The SACS Steering Committee approved the minutes dated May 30, 2000, as read.
- 2) Dr. Johnston met with Dr. Hamrick to discuss the unit planning changes that were recommended at the SACS Steering Committee meeting last week. The proposed changes were approved by Dr. Hamrick.
- 3) The humanities minor mentioned last week is a stand alone minor and will need to be reported on for planning and SACS purposes.
- 4) Letters have been sent out concerning the Steering Committee review process. All unit supervisors wish to be present when the Steering Committee review teams meet with the units under their supervision. The following team members were assigned to schedule the review meetings for their respective team:
 - Roxann Bustos - Group One
 - Vera Boyll - Group Two
 - Sandy Reinke - Group Three
 - Julian Veal - Group Four
 - Bill Nelson - Group Five
 - Bob Johnston - Group Six

Each team should schedule meetings with the units they reviewed and provide feedback information. This is a good opportunity to gain feedback from the units concerning their perspective of the self-study process and praise the units for their work. Please review all follow-up information and check with the principal committee chairs to ensure that the unit's compliance standing has not changed before you meet. Please also review the Steering Committee Review Process prior to meeting with the units. It was suggested that the review teams meet 15 to 30 minutes prior to the scheduled appointment to develop a meeting strategy. Some units should be

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reviewed together (i.e., Library/Media Services, Counseling & Testing/Disability Services, Registrar's Office/Admissions, etc.). The review teams may choose to meet with the units together or individually. This process needs to be finished by the end of July. The team reviewing Computer Services should schedule a meeting with Ron Weber before June 16th.

- 5) Dr. Johnston distributed a second draft of the Steering Committee Review Process, a Department/Unit Request for Information progress report, a sample follow-up action plan, and a list of the immediate supervisors and units reporting to them.
- 6) The SACS Steering Committee will review each section of the *Criteria* and develop recommendations and action plans as needed. Dr. Johnston tentatively established the following timetable for this review process:

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| June 13 | - | Sections 6.1, 6.2, 6.3 |
| June 20 | - | Sections 6.4, 6.5, 6.6 |
| July 11 | - | Section 5 |
| July 18 | - | Sections 4.1 - 4.3 |
| July 25 | - | Sections 4.4 - 4.9 |
| August 1 | - | Section 3 |
| August 8 | - | Sections 1 and 2 |

Meeting Adjourned