

Meeting of the SACS
Administrative Processes Committee
Tuesday, February 23, 1999

Committee Members Present: (Steering Committee members appointed to the Administrative Processes Committee) Mary Davis, Vera Boyll, Julian Veal, and Jurgen Brauer.

The Steering Committee members that were assigned to serve on the Administrative Processes Committee met in the President's Conference Room at 1:30 p.m. to assign the must statements in Section 6 of the criteria manual to the appropriate individuals on the administrative processes committee. It was discussed and decided that each individual on the committee would be responsible for finding the appropriate documents and policies that pertain to that must statement and would be responsible for reporting on that must statement's level of compliance.

The assignments are attached. The meeting was adjourned at 3:00 p.m.