

Minutes - SACSCOC Reaffirmation Steering Committee Meeting  
Randolph Hall, President's Board Room  
September 18, 2015, 10:30 am

**Attendees:**

Zipora Ancrum; Divya Bhati; Joshua Bloodworth; Emily Carrig; Alicia Caudill; Betty Craig; Cara Dombroski; Lynne Ford; Jimmie Foster; Consuela Francis; Claire Fund; Debbie Hammond; Elizabeth Kassebaum; Joe Kelly; Sam Jones; President McConnell; Brian McGee; Angela Mullholland; Ashleigh Parr; Paul Patrick; Ed Pope; Jim Posey; Karin Roof; Lorraine Russell; Marcia White

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1. President's remarks
  - The President stressed the importance of accreditation and the SACSCOC reaffirmation for the College in 2017. The College is pleased to assist with whatever is needed for reaffirmation.
2. Charge and responsibilities
  - 16 working groups have been established to address the 90 plus standards the College must report for SACSCOC reaffirmation; this includes core requirements, comprehensive standards, and federal requirement standards. The College's narrative should show compliance with supporting evidence of mature data for each standard.
  - The coordinator(s) and members of each working group were previously given binders that have roles and responsibilities of each member, along with material for their assigned standard(s). Each group has a coordinator, a primary writer, a second writer, and a third writer, along with a reader for the group.
3. Timeline and report materials
  - The steering committee was given the College's SACSCOC 2016-2017 Reaffirmation timeline. The important dates on this timeline were discussed and everyone was made aware that they should be available for these dates.
  - The members were also given an updated leadership chart with the undergraduate student representative and the legal affairs representative.
4. Sign-off sheet
  - Every coordinator will be given a sign-off sheet for the data and evidence provided by their group.
5. Working group updates
  - Each coordinator on the committee gave an update on their working groups. Coordinators reported that each group has met at least once and everyone has been given their assignments to gather information and data to report on the standards. An internal deadline for writing drafts were given for each group by their coordinator. Some groups report that rough drafts have already begun.
6. SACSCOC Annual Meeting (December 5-8, Houston, Texas)

- At the SACSCOC annual meeting the staff sessions usually have the most recent information on reporting of standards. Some of the staff sessions may also have reviewers that will participate in the College's peer review committees in March 2017.