

MINUTES: University Self-Study Steering Committee

DATE: August 31, 2001
2:00-4:00 PM, Room 231 Student Center

PRESENT: T. Birdwhistell (presiding), D. Boyd, C. Currens, L. Edgerton,
C. Havice, J. Hougland, D. Kalika, L. Nora, R. Mitchell,
M. Molinaro, C. Peck-Heath, J. Piccoro, C. Vaughn

T. Birdwhistell called the meeting to order at 2:00 PM.

Director's Report:

J. Piccoro has requested that the Administrative Processes report be scheduled for review on Thursday, September 6. He has asked to receive the report by Tuesday, September 4 so that it can be posted to the web for review prior to the meeting. We will try to book this room but will finalize the location early next week.

Faculty Committee:

T. Birdwhistell reminded the group of the review process. First, general observations and comments will be taken. Following this, specific suggestions and recommendations from the report will be reviewed, edited and approved. Decisions made here should be final with no additional changes anticipated other than in formatting.

C. Peck-Heath and C. Havice reviewed the report with the Steering Committee. C. Currens asked about several places in the report that begin "the University" and do not state if we are or are not in compliance. C. Havice said that information would be filled in but that the committee did not have a conclusion at the time the report was submitted. In some instances, the University is not fully compliant and the committee did not know how to handle that. T. Birdwhistell said that if we are not compliant in any manner, we should conclude that the University is not in compliance. The rest of the group agreed. Following additional discussion it was determined that, in this instance, the University does comply with the *Criteria*.

C. Currens asked about an Administrative Regulation mentioned that was a result of the 1991 Self-Study. Was there communication with SACS prior to implementation of this AR? If so, is there a memo, which confirms this communication? We need to check with Dr. J. Fleming or D. Sparkman regarding this. J. Piccoro suggested that we also look at the list of recommendations from the last self-study report and at the University's responses. Since this Administrative Regulation deals with faculty credentials, J. Piccoro took the opportunity to inform the group that he and C. Vaughn have been to all except one of the colleges to formally discuss the SACS requirements for faculty credentials. We have a meeting scheduled with the final college next week.

C. Currens asked about a must statement on page 47 of the report. C. Peck-Heath said that the must statement mentioned there is actually in regard to the administration section of the report and that T. Lester's group will answer it. J. Picoro noted a commendation on page 30 and suggested that it be highlighted or brought to attention in some manner.

Specific suggestions and recommendations of the report were reviewed, discussed, edited and approved. There was some discussion of how to note when several committees come up with the same suggestion or recommendation. C. Currens mentioned several possible ways to deal with this including construction of a table grouping recommendations and suggestions that address a single problem. Considerable discussion took place regarding the criterion that the University must have an adequate number of faculty. Adequate can be defined in a number of ways. L. Nora suggested wording that would request the "...University to develop a plan that will result in infusion of new resources to address faculty compensation." Additional discussion took place regarding adequacy of support staff for faculty such as secretaries, teaching assistants, etc.

C. Currens noted all changes and will incorporate these into the report.

Next Meeting:

The Steering Committee is scheduled to meet Tuesday, September 4, 2001 from 3:00-5:00PM. The meeting will be in room 231 of the Student Center. Suggestions from the Research Committee report will be finished and the Principles and Philosophy report will be reviewed.

Adjournment:

The meeting adjourned at 4:00PM.

Connie Vaughn, Recorder