

**SACS Leadership Team Meeting**  
**Thursday, February 14, 2008**  
**9:30 a.m.**  
**Westmoreland Penn-Virginia Boardroom**  
**Dalton Cantrell Hall**

**This was a joint meeting of the Leadership and Certification Teams**

Dr. Sharon Fisher  
Ms. Kristy Hall  
Mr. Michael Gilley  
Mr. Chris Allgyer  
Ms. Carolyn Reynolds  
Ms. Vickie Ratliff  
Dr. Ross Santell  
Ms. Donna Shelton  
Ms. Donna Stanley  
Ms. Debbie Kindle  
Mr. Gary Nickles  
Dr. Terry Suarez  
Ms. Sue Ella Boatright-Wells  
Ms. Patti Cantrell  
Ms. Lisa Butcher  
Dr. Richard Phillips  
Mr. Rick Campbell

**Time Line for Reaffirmation**

Dr. Sharon Fisher reviewed the time line for reaffirmation.

Note: Dates are approximate.

Compliance Certification	One Year
Off-Site Peer Review Conducted	May 2009
Quality Enhancement Plan	4-6 Weeks in Advance of On-Site Review
On-Site Peer Review	Sept. 2009
Review by Commission	June 2010

**(SEE ATTACHMENT NUMBER ONE)**

**Quality Enhancement Plan**

MECC's involvement in AtD (Achieving the Dream) has resulted in considerable time in assessing student needs, analyzing data, and implementing initiatives to enhance student success. These initiatives, as well as the College's planning and evaluation process, will be the basis for identifying the QEP topic.

There will be a campus-wide meeting on Tuesday, April 8 at 2:00 p.m. for the purpose of discussing the College's Quality Enhancement Plan for the upcoming SACS study.

#### **Procedures Manual**

Dr. Sharon Fisher reviewed the Procedures Manual for Compliance Certification with members of the Leadership Team. **(SEE ATTACHMENT NUMBER TWO)**

Mr. Rick Campbell reviewed with team members how to access their assigned criteria on the Intranet. Each team member's criteria are a word document. The Compliance Document can be accessed on the employee page of the MECC website, left column under Information Technology and click MECC Intranet.

A reaffirmation link for college wide review of activities can be accessed by going to the MECC Home Page; click on the Employee link; right hand column; under Planning you will see the Reaffirmation link.

#### **Other Information**

Below are other items and announcements:

Dr. Suarez has completed portions of his section that leadership team members can go on line and review as they begin the process.

Dr. Fisher indicated that two critical readers for each criterion will need to be selected.

The Division Deans will need to meet with Human Resources to review documentation for faculty credentials. This includes adjuncts as well as dual enrollment faculty.

Dr. Fisher informed leadership teams members that all core requirements must be met.

Dr. Fisher encouraged everyone to set up paper files for easy reference.

#### **Adjournment**

There being no further business the meeting adjourned at 11:00 a.m.

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Deborah Kindle  
Recording Secretary

