

SACS LEADERSHIP TEAM MEETING
Tuesday, April 22, 2008
9:00 a.m.
Westmoreland Penn-Virginia Boardroom
Dalton Cantrell Hall

Leadership Team Members Present

Chris Allgyer
Rick Campbell
Patti Cantrell
Sharon Fisher
Debbie Kindle
Richard Phillips
Donna Stanley
Terry Suarez

APPROVAL OF MINUTES

Dr. Terry Suarez moved that the minutes of the December 13, 2007 and the February 14, 2008 meetings be accepted as presented. Ms. Patti Cantrell seconded the motion. The motion carried unanimously.

ANNOUNCEMENTS

Dr. Suarez reviewed the announcements listed below with the Leadership Team:

- Dr. Chard has informed us that she will retire this summer and a new liaison will be assigned to MECC.
- Dr. Suarez confirmed with Dr. Chard the date for the QEP On-site Committee's visit: Tuesday through Thursday – September 29, 30 and October 1, 2009.
- Dr. Suarez received a reply from Dr. Wheelan that none of the recent changes at MECC rise to the level of substantive changes.

QEP TOPIC AND FINAL DETERMINATION

The selection of the QEP topic list was narrowed down to the following working concept: Increasing Student Engagement in Traditional and Distance Education Courses. (Inclusion of engagement in extracurricular activities will also be explored.)

IDENTIFICATION OF QEP TEAM MEMBERS

The Leadership Team recommended that Dr. Richard Phillips and his staff identify the faculty members of the QEP Team. The Chair of the QEP Team will also be a member of the Leadership Team. Teaching faculty will be compensated as follows: For the summer semester they will receive stipends, and for the fall and spring semesters they will receive the appropriate amount of release time. It was agreed that the QEP Chair would receive a \$4,000 stipend and receive 4 credit hours of released time; the two faculty co-chairs would each receive a \$3,000 stipend and 3 credit hours of released time.

TIMELINE

Dr. Sharon Fisher presented the Timeline for completion of SACS Compliance Certification Document to the Leadership Team. They will make adjustments to the Timeline as needed.

BUDGET

There was a brief discussion of items that would need to be included in the budget. Those items are listed below:

- A. Liaison Visit
- B. Cost of Off-Site Team
- C. SACS Annual Trip
- D. QEP Release Time and Stipends
- E. Technical Cost – Staff Time
- F. Summer Trip – QEP Chair
- G. Publicity and Printing Costs

The SACS budget account will be managed by Dr. Sharon Fisher's area.

ADJOURNMENT

There being no further business the meeting adjourned at 10:30 a.m.

Deborah Kindle, Recorder

