

## SACS COMPLIANCE COMMITTEE

Criminal Justice Center, Texas Room  
**Meetings of January 22, 2007, 3:00 p.m.**

**Members Present:** Muehsam (Chair), Burleson, Constance, Cushman, Eglsaer, Gilcrease, Gilliam, Gray, Holder, Ilfrey, May, Morris, Mullings, Pruitt, Smith, and Tayebi

1. Dr. Muehsam welcomed and thanked the committee members for their attendance.
2. Minutes of January 9, 2006 meeting  
**Action:** Motion for approval by Tayebi, second by Holder; passed.
3. Dr. Muehsam commented on the following items:
  - The committee was thanked for their hard work during the January 9 Retreat.
  - The standard-by-standard review will give the committee a better feel for the report and help create a common thread between standards within the report.
  - The SACS Reaffirmation process is doable; organizing supporting documentation is the hardest part.
  - The Council of Academic Deans was made aware of the issue relating to an intellectual property policy. It will be addressed.
4. The committee continued a standard-by-standard review creating a list of supporting documentation. The committee completed standards 3.4.6 through 3.7.1 (excluding 3.4.10, 3.5.2).
5. A question was raised as to when the Faculty Handbook revisions will be completed. Dr. Eglsaer informed the committee that they hoped to have the Faculty Handbook revisions completed by Summer 2007.
6. It was pointed out that many universities already have some connections made between standards within their reports. It was suggested that members take a look at a couple of these institutions to get a start on compiling the matrix.
7. Next Meeting: Wednesday, January 24, 2007. At this meeting the committee will continue the review for supporting documentation and will look at standards that relate to or reference one another.

Meeting adjourned at 5:00 pm.

Somer Smith