



**ALAMO  
COLLEGES**

ST. PHILIP'S COLLEGE

**SACS REAFFIRMATION 2016 - AGENDA / MEETING**

**Functional Team: Administrative**

**Meeting Date: Tuesday, February 11**

**Attendees: Paul Borrego (Chair), Randy Dawson, Robert Fernandez, Pamela Ray, Angela McPherson Williams    Absent: Lacy Hampton, Erick Akins, Grace Zapata,**



*Southern Association of Colleges and Schools  
Commission on Colleges*

ITEM	TIME	AGENDA ITEM	ACTION ITEMS	NOTES
1		Review assigned roles, making sure everyone understands their responsibilities	Chair, Paul Borrego, reviewed our assigned roles.	Everyone understands their roles.
2		Review your principles, get a feel for what you are dealing with	Each sub-committee member is to review these materials and learn more about the Financial Resources and Facilities areas. Please look at the resources and previously submitted documents.	-Paul handed out resources and will email additional information. Look at the information on AlamoShare that Mecca provided. -We went over the questions to determine if any of the committee members had expertise in that area
3		Identify principles that may be of concern	Our goal is to provide documentation that will support SACSCOC re-accreditation.	-The sub-committee is concerned about getting budget information most of which can only be accessed by contacting District Offices. -Dirty Dozen-most common areas where colleges get hit during these processes. -We are concerned about finding the appropriate resources to find the answers to the questions.
4		Assign team members to specific principles	Robert CS 3.3.1.2 Admin. Support Outcomes p.	

			<p>51</p> <p>Paul CS 2.11.1 Financial Resources p. 12</p> <p>Angie CS 3.10.1 Financial Stability p. 80</p> <p>Randy CR 2.11.2 Physical Resources p. 30</p> <p>Pamela CS 3.10.3 Control of Finances p. 82</p> <p>Lacy CS 3.11.3 Physical Facilities p. 30</p> <p>Grace CS 10.2 Financial Aid Audit p. 81</p> <p>Eric CS 3.10.4 Control of Sponsored Funds p. 82</p>	
5		Make sure all team members review Phase 1 narrative responses for their assigned principles	Review Phase 1 narrative for your principle.	
6		Develop a meeting schedule through the rest of the semester	<p>Standard Meeting Times-Every Tuesday at 2:30 pm</p> <p>Future Meetings will be in the VPCS</p>	Please contact Paul and Lacy if you are unable to attend a meeting.

			Conference Room in SLC 306	
7		Report meeting minutes on standardized agenda/minutes template and send to Rhonda	Angie Mac will report meeting minutes and email to Rhonda Johnson.	
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Submitted by Angela McPherson Williams, Recorder