



ALAMO
COLLEGES

ST. PHILIP'S COLLEGE

SACS REAFFIRMATION 2016 - AGENDA / MEETING

Functional Team: Institutional Effectiveness

Meeting Date: February 11, 2014

Attendees: Rebecca Barnard, Karlene Fenton, Janie Gonzales, Jennifer Gray, Josephine Lara, Sonia Valdez and Kelli Wilder



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		Completed
2		Review your principles, get a feel for what you are dealing with		Principles reviewed by members in advance of meeting
3		Identify principles that may be of concern		Areas of concern will be addressed as they are identified
4		Assign team members to specific principles	Karlene Fenton lead on CR2.5; Rebecca Barnard and Melissa Sutherland assigned to CR2.5; Sonia Valdez lead on CS3.3.1; Janie Gonzales and Josephine Lara assigned to CS3.3.1.1; Jennifer Gray, Kelli Wilder and Sonia Valdez assigned to CS3.5.1; Karlene Fenton will contact other CS3.3.1 teams to notify them that we will be reviewing their areas; Karlene Fenton will forward a timeline for this project	Other principles within CS3.3.1 (CS3.3.1.2, CS3.3.1.3, CS3.3.1.4 and CS3.3.1.5) will be reviewed after teams assigned to those principles have finished their reports; Assignments for these principles will be made once reports received from other teams
5		Make sure all team members review Phase 1 narrative responses for their assigned principles	All members will review SACSCOC guidelines, Phase 1 narrative responses and previous accreditation documentation for their assigned principles in preparation for the next meeting	
6		Develop a meeting schedule through the rest of the semester	Tuesdays at 2pm in Bowden 221; Janie Gonzales will send out invite	
7		Report meeting minutes on standardized agenda/minutes template and send to Rhonda	Rebecca Barnard to forward minutes and next agenda	

