



ALAMO  
COLLEGES

ST. PHILIP'S COLLEGE

SACS REAFFIRMATION 2016 Agenda/Minutes

STUDENT ACADEMIC SUPPORT  
AGENDA/MINUTES  
DATE: February 11, 2014



Southern Association of Colleges and Schools  
Commission on Colleges

TEAM 2

Case for Reqs/Std

- \_ CR2.9 Learning resources/ library
- \_ CR2.10 Student support pgms
- \_ CS3.3.1.3 Student/Acad. Outcomes
- \_ CS3.8.1 Learning/Info resources
- \_ CS3.8.2 Library instruction
- \_ CS3.4.3 Admission policies
- \_ CS3.4.9 Academic support svcs
- \_ CS3.4.12 Technology Use
- \_ CS3.9.1 Student Rights
- \_ FR4.3 Publication of policies
- \_ FR4.5 Student complaints
- \_ FR4.6 Recruitment Materials
- \_ FR4.7 Compliance Financial Aid

ITEM	TIME	AGENDA ITEM	PRINCIPLE	ACTIONS	NOTES	ESCALATION ISSUE Y/N
1		Review assigned roles, making sure everyone understands their responsibilities.	CR2.9 CR2.10 CS3.3.1.3 CS3.8.1 CS3.8.2 CS3.4.3 CS3.4.9 CS3.4.12 CS3.9.1 FR4.3 FR4.5 FR4.6 FR4.7	<i>Discussion of the roles assigned within the functional team.</i>	<i>This was a further discussion of the e-mail sent out to members by co-chair Reuben Kaller outlining the description of each role.</i>	N
2		Review your principles to get a feel for what you are dealing with.	CR2.9 CR2.10 CS3.3.1.3 CS3.8.1 CS3.8.2 CS3.4.3 CS3.4.9 CS3.4.12 CS3.9.1 FR4.3 FR4.5 FR4.6 FR4.7	<i>Description of the team's assigned principles were reviewed and briefly discussed.</i>		

3	Assign team members to specific principles	CR2.9 CR2.10 CS3.3.1.3 CS3.8.1 CS3.8.2 CS3.4.3 CS3.4.9 CS3.4.12 CS3.9.1 FR4.3 FR4.5 FR4.6 FR4.7	<i>Each group member was assigned specific principles.</i>	<p><b>Core Requirements:</b></p> <ul style="list-style-type: none"> <li>• CR2.9 - Reuben Kaller</li> <li>• CR2.10 - Kevin Schantz</li> </ul> <p><b>Comprehensive Standards:</b></p> <ul style="list-style-type: none"> <li>• CS3.3.1.3 Kevin Schantz</li> <li>• CS3.8.1 Reuben Kaller</li> <li>• CS3.8.2 Reuben Kaller</li> <li>• CS3.4.3 Lang Coleman</li> <li>• CS3.4.9 Lang Coleman</li> <li>• CS3.4.12 Sarai Leboy</li> <li>• CS3.9.1 Shirley A. Bass-Wright</li> </ul> <p><b>Federal Requirements:</b></p> <ul style="list-style-type: none"> <li>• FR4.3 Shirley A. Bass-Wright</li> <li>• FR4.5 Paul Machen</li> <li>• FR4.6 Deborah Gee</li> <li>• FR4.7 Sarai Leboy</li> </ul>	N
4	Make sure all team members review Phase 1 narrative responses for their assigned principles	CR2.9 CR2.10 CS3.3.1.3 CS3.8.1 CS3.8.2 CS3.4.3 CS3.4.9 CS3.4.12 CS3.9.1 FR4.3 FR4.5 FR4.6 FR4.7	<i>Co-chair assigned this task for the next meeting</i>	<i>Members were tasked to review Phase I and determine who to contact for any questions or concerns.</i>	N
5	Develop a meeting schedule through the rest of the semester		<i>Meeting time of ½ hour was established for Tuesday afternoons at 12:30pm in SLC 219.</i>	<i>Meeting calendar established and room reserved.</i>	N
6	Report meeting minutes on standardized agenda/minutes template and send to Rhonda		<i>Meeting template downloaded by recorder-Shirley A. Bass-Wright</i>	<i>Completed meeting notes to be distributed to members for review and then forwarded to Rhonda Johnson.</i>	N

7		Review assigned roles, making sure everyone understands their responsibilities	CR2.9 CR2.10 CS3.3.1.3 CS3.8.1 CS3.8.2 CS3.4.3 CS3.4.9 CS3.4.12 CS3.9.1 FR4.3 FR4.5 FR4.6 FR4.7	<i>At the end of the meeting the assigned roles were reviewed and noted by Reuben Kaller and Shirley A. Bass-Wright.</i>	<i>Members were tasked to determine “who to ask” or contact regarding the “Relevant Questions for Consideration” for each of the principles they were assigned.</i>	N
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Attendees: Shirley A. Bass-Wright, Reuben Kaller, Lang Coleman, Kevin Schantz, Deborah Gee, Serai Leboy, Paul Machen