



VT SACS – STEERING COMMITTEE MEETING
TUESDAY, NOVEMBER 28TH 3:30-5:00 PM
GLC - ROOM C
MINUTES

In Attendance: Mark McNamee (Chair), Erv Blythe, Jean Brickey, Kris Bush, Landrum Cross, Karen DePauw, Mike Ellerbrock, David Ford, Dixon Hanna, Zenobia Hikes, Larry Hincker, Ennis McCrery, Jerome Niles, Kim O'Rourke, Susanna Rinehart, Gregory Sagstetter, Dwight Shelton, Richard Sorensen, Eileen Van Aken, Ray Van Dyke, Terry Wildman, Heidi McCoy (for Lisa Wilkes), Tom Wilkinson

Dr. McNamee opened up the meeting at 3:35 pm and welcomed everyone. Everyone introduced themselves and the departments they were representing.

SACS OVERVIEW:

Dr. McNamee gave a short overview of the SACS process to date. SACS representatives will be here in June 2007 for an initial orientation to officially kick off the reaccreditation process. Dates will be announced as soon as they become available. Dr. McNamee introduced Christine Haimann, who is working in the SACS Liaison office assisting Lanny Cross and Todd Ogle, Web Analyst/Coordinator who is working for Institutional Effectiveness and will be overseeing all web aspects of the reaccreditation process. An information management website has been set up on SCHOLAR; this site will contain all working information pertinent to the SACS process. All committee members have been added to their relevant committee site along with the main SACS website. All notices, meetings, agendas, and information regarding the SACS process will be posted to the site and committee members are urged to visit the site to familiarize themselves with it. Todd Ogle demonstrated Scholar and the SACS websites for the committee.

SACS KEY COMMITTEE UPDATES:

QEP: Mike Ellerbrock as chair of the QEP discussed the importance of the QEP and what it entails. Mike has prepared a SACS QEP-VT PowerPoint presentation that he is presenting to various campus groups as it is very important to invite full campus dialog. Mike distributed a handout version of the presentation which contains the list and dates of all the campus groups he will be presenting to. Mike reviewed some of the themes articulated in the university major planning documents which the committee has been reviewing. The QEP can focus on graduate or undergraduate issues, and the QEP committee has agreed to focus on undergraduate issues. The QEP committee is coming up with some potential topics at this week's meeting. The next phase is an outreach one where the committee will involve the entire campus and begin dialog on different dimensions of undergraduate education to look at and develop the potential topics for further discussion. Mike also reviewed the timeline for the QEP in the handout. The first Town Hall meeting to involve the campus community will take place on Tuesday, January 30th at 4-6 pm in the Old Dominion Ballroom in Squires. It was suggested to schedule a Town Hall meeting specifically targeted to students so the first one will be open to students and then a later one will be specifically targeted to the students.

COMPLIANCE REVIEW COMM:

Rich Sorensen is chair of this committee and provided an update. The committee has received assignments but since the SACS COC is currently revising some of the standards and will vote on them in the upcoming annual general meeting in December work on the standards has been delayed including the training sessions for the committee to start to submit their reports. This should be the last revisions to the standards for compliance the VT has to deal with in their reaccreditation process. Dean Sorensen stressed how important the public SACS website for VT compliance should work and we should be in full compliance with all the standards and have all materials and documents easily accessible for the reviewers. A comprehensive schedule is being developed for the committee along with aids such as a style guide and templates for the submissions.

WEB DEVELOPMENT GROUP:

Kris Bush as chair of this committee advised that the public SACS website is starting to be developed by Todd Ogle. There will be two websites; Scholar which is strictly internal with restricted access and acts as a collection bin for all the information, and the public VT SACS website which will be the display case for the reaccreditation process and the site which the reviewers will access. The VT SACS website will be available at www.sacs.vt.edu and they are using web hosting to maximize support.

ACADEMIC ASSESSMENT:

Ray VanDyke, Director of Academic Assessment distributed a handout about his office and the tentative plan for growth. He stressed that academic assessment is a “hot topic” and that SCHEV is also pushing for assessment outcomes and the office needs to grow in order to meet these pressures. Ray reviewed the packet, stating that overall VT people need help with academic assessment throughout the university. Also included in the packet was the first newsletter from the Office of Academic Assessment which had just been printed. Discussion took place on the ways to measure assessment. VT has scheduled presentations on software for academic assessment, they will all be held in the next two weeks. It was noted that not all colleges have learning outcomes in place particularly older colleges e.g. College of Science. It could be at least a year and a half long process to develop program outcomes. If a program does not have defined outcomes it may take too long to develop. It was agreed that we must be able to show we have completed the cycle with programs and demonstrated outcomes. For the reaccreditation process for SACS we must develop a strategy, implement it and show improvement in measured results. SACS wants to see a program review process in place and working that must be incorporated into the culture of the university. VT needs to develop a strategic model in the professional colleges and use it as an institutional model. Every program has to have an assessment every five years. It was agreed that this committee should lead the way.

Next Meeting: To be advised for spring 2007

Adjourned: Dr. McNamee adjourned the meeting at 4:55 pm