SACS Reaffirmation
Leadership Team Meeting
September 21, 2006 11:00 a.m.

Members: Byron Bond, Jim Chapman, Joanne Glasser, Keith Johnson, Jaleh Rezaie, Aaron Thompson, Sherry Robinson, and Virginia Underwood representing the President.

Members Present: Dr. Chapman, Jaleh Rezaie, Byron Bond, Sherry Robinson, and Virginia Underwood representing the President.

Guest: Philip Gump and Onda Bennett

Note Taker: Tina Nix

1) Approval of Minutes
   - Minutes for August 31, 2006, were approved.

2) Reports and Discussions
   a. QEP
      - The QEP Committee will be meeting on October 4th to finalize the writing of the QEP. They have a skeleton & the rough draft and are trying to get people to finalize what they have so that Sharon Bailey can work on editing the QEP. The committee hopes to have the literature review and the 1st three initiatives completed by October 4th. The committee would like to have the report to Sandy Hunter for him to review by November 15th and to the Leadership Team by December 1st. Once the Leadership Team has reviewed it and revisions are made, the report should be ready for the EKU community by December 15th. The committee would like feedback from the faculty by the end of January.

      - Faculty keep bringing up the question “did this get reviewed by Faculty Senate?” The QEP does not need to be reviewed by Faculty Senate, however, any program changes would need to be approved by the Faculty Senate. One of the members of the Leadership Team is representing the faculty at large. Onda will touch base with David Eakin and see about attending an Executive Faculty Senate meeting.

   b. Compliance
      - There were some places that did not get linked in the narrative. Mike Johnson said that broken links could be fixed if they link to documents that we already had, so the links that were broken have been fixed.

   c. CP&R
      - The committee is looking at various ways to utilize EKU Update to familiarize the campus community about the QEP.

      - The committee is also looking at ways to transition from using QEP and focusing more on the program.

      - Tom Watkins and Rose Perrine have been to each area of the campus to discuss Gen Ed. They have a good rubric in place for assessment. Shannon Means, Stacey Street, E.J. Keeley, Aaron Thompson, Rose Perrine, Tom Watkins, Onda Bennett, and Jaleh Rezaie
are meeting on October 2\textsuperscript{nd} to discuss ways of reassuring everyone that the QEP assessment is not an extra step for them.

3) What next? What have we learned from the compliance report? What should we do about it?
   - Sherry will go back through the document and develop an action plan for focus reports.
   - The Graduate Council will get more involved with the graduate issues.
   - A timeline needs to be developed on how we are going to write the focus reports.
   - A copy of the 500/700 level courses for Spring 2007 needs to be submitted by the end of the fall 2006 semester.
   - Sherry will set up a group and come up with a list of areas where there may be problems with compliance.

4) QEP Budget
   - A draft of the QEP budget will be sent forward for approval. Jaleh and Onda will meet with Debbie Newsom and Karen Neubauer to review the budget.

5) Other Budget Items
   - The CP&R committee would like funds to purchase Tee Shirts and a banner.
   - Charlie Sweet would like to purchase book shelves for all of the material collected on critical thinking.
   - The SACS office needs to purchase a colored printer.

6) Other
   - The Leadership Team will meet on the 3\textsuperscript{rd} Thursday of every month at 9:30 a.m.
   - The Leadership Team will have a working luncheon with the Chairs of the subcommittees on the 1\textsuperscript{st} Friday of every month at 11:30 in the Powell Building.

Meeting adjourned at 12:30 p.m.