



**Trinity Valley Community College
SACS Reaffirmation Project
Compliance Certification Team
Meeting Agenda – October 3, 2005, 2:00 p.m.
Administration Conference Room (Athens Campus)**

Members Present: Ron Baugh, Cherre Watson, Rip Drumgoole, Ray Williams, Jerry King, Gayla Roberts, Helen Reid, Linda Gann, Jean McSpadden, David Hubbard, Tina Rummel, Janice Sutton, Terry Spurlock, Sherry Nusko, Jeremy McMillen

Members Absent: Brenda House, Marc Robinson, Jan Huffstutler, Max Logan, Collette Hilliard

1. The team reviewed and approved the minutes from September 15th Meeting.
2. Dean McMillen recapped the review of Comments from the Compliance Certification Review Team, including:
 - Severely lacking documentation.
 - Often lacking sufficient coverage of the issue.
 - Must pay attention do different modes of delivery (Distance Ed) and location (Athens, Palestine, etc.)
See attached SACS Policy Statement for Distance Education to determine if your statement is impacted by a need to respond to Distance Education.
 - Need action plans for addressing deficiencies. Coordinate these with the Office of Planning and Institutional Effectiveness.
3. Dean McMillen indicated that the October 20th draft MUST be AS COMPLETE AS POSSIBLE (almost ready to send to SACS). The Office of Planning and Institutional Effectiveness Needs these ASAP, so please send these over as you complete them.
4. Dean McMillen informed the Compliance Certification Team that the Virtual College of Texas SACS Review is forthcoming, and that he, Terry Spurlock, and Tina Rummel had attended a meeting on September 29th where they were informed of a Three Phase plan to submit compliance documents to VCT. A guide for Phase I was distributed. Deadlines for each Phase include:

Phase I (November 30, 2005)
2.7.2, 2.7.3, 3.2.7, 3.4.3, 3.4.4, 3.4.5, 3.4.6, 3.4.7, 3.4.10, 3.4.11, 3.4.12, 3.5.2, 3.8.1, 3.8.2, 3.8.3, 3.9.1, 3.9.2, 3.9.3, 3.10.7, 4.2, and 4.4.

Phase II (March 15, 2006)
2.8, 2.9, 2.10, 3.4.9, 3.4.14, 3.7.1, 3.7.2, 3.7.3, 4.5, 4.6

Phase III (April 30, 2005)
2.5, 3.3.1, 3.4.1 (Institutional Effectiveness)

Phase I of VCT Review is the responsibility of the person who is responsible for the TVCC Compliance Certification Response.
5. SACS On-Site Visit dates established, October 24-26, 2006.
6. Next Meetings
November 1, 2005
December 8, 2005