

January 18, 2012 12:30 – 1:30 SACS 3.3.1.5 Committee Meeting

Committee Members in Attendance:

Mary Robertson, Bill Shuluk, Elaine Schaeffer, Jo Ann Lewin, Cathleen Doheny, Fred Morgan

Members with scheduling conflicts: Cheryl Black, Melanie LeMasters, Stephanie King, Roberta Moore

Minutes:

It was decided that the problem with Community Public Service Events not meeting SACS guidelines was due to the lack of standard operating procedures for such events. The task of this committee is to write a rough draft of a new College Operating Procedure (COP) for Community Public Service Events.

The second document enclosed is a rough outline of the components for a COP for Community Public Service Events as well as a definition of a Community Public Service Event at Edison State College.

The next meeting for SACS 3.3.1.5 Committee meeting will be held on Monday, January 23, 2012 in U-202B (second floor conference room in the U-Building) from 12:30 to 2:30. At this time, we will begin the narrative for the SACS response.

Members who cannot attend are encouraged to send ideas and responses to this document and the Definition of a Community Public Service Event and COP Outline document to Mary Robertson.

January 22, 2012 12:30 – 2:30 SACS 3.3.1.5 Committee Meeting

Committee Members in Attendance:

Mary Robertson, Bill Shuluk, Elaine Schaeffer, Jo Ann Lewin, Cathleen Doheny, Fred Morgan

Members with scheduling conflicts: Cheryl Black, Melanie LeMasters, Stephanie King, Roberta Moore

Minutes:

A draft of a new College Operating Procedure (COP) for Community Public Service Events was drafted. A final draft of the narrative on addressing the SACS Recommendation 9 was also drafted. The committee's work is complete pending approval of the COP and Narrative.

February 7, 2012 12:30 – 1:30 SACS 3.3.1.5 Committee Meeting

Committee Members in Attendance:

Mary Robertson, Elaine Schaeffer, Cathleen Doheny, Fred Morgan

Members with scheduling conflicts: Cheryl Black, Melanie LeMasters, Stephanie King, Roberta Moore, Bill Shuluk, Jo Ann Lewin

Minutes:

The draft of a new College Operating Procedure (COP) for Community Public Service Events was revised according to the feedback received from the Dean's Council and Faculty Senate.