1) Welcome the new Provost
   • Dr. Piercey, Provost and Vice President for Academic Affairs, was welcomed and introduced to the members of the Leadership Team and guests.

2) Approval of Minutes
   • Minutes for December 7, 2006, were approved as submitted.

3) Review of the SACS Conference and meeting with Mike Johnson and Bryan Brooks.
   • Jaleh, Virginia, President and Interim Provost (Dr. Chapman) met with Mike Johnson and Bryan Brooks at the SACS conference in Florida. Dr. Brooks asked that focus statements be sent to him as they are prepared so that he can review them to make sure all questions from the off-site review team had been answered. He would like to have all focus reports out of the way before the on-site visit.
   • Jaleh distributed a copy of Western’s focus reports. They answered the specific questions raised by the off-site reviewers. Dr. Piercey will contact Dr. Burch at Western to see if their format was successful.
   • Jaleh will check with Dr. Brooks to see if we need the focus statements in the original format and then add another page that addresses the off-site recommendations.

4) Reports and Discussion
   a. QEP
   • The final draft of the QEP has been received and forwarded onto the QEP committee for their review. Sharon Bailey and Onda Bennett will make any corrections to the QEP and have it out to the campus community by January 17th.
   • Aaron Thompson is creating an advisory committee to take over leadership of the QEP.
   • Dr. Brooks informed us that we get to select one person to serve on the QEP review board. This person should be outside of Kentucky, but within the SACS service area. Jaleh will ask Dr. Brooks if the person we select should be an academic person. Any recommendations should be forwarded to Onda Bennett for review.
   • It is important to SACS that the Board of Regents is involved with the QEP. Onda and Jaleh have kept the Board informed. They will be doing a presentation to the Board at the next Board of Regents meeting on January 12, 2007. depending on the availability
of the members during the on-site visit, president will invite two members to meet with the reviewers. Debbie Newsom will present the budget portion of the QEP to the Board at the same meeting.

b. Compliance

- All completed focus reports should be sent to Sherry. She will place them on SharePoint so the Leadership Team will be able to review them. Ideally, it would be best to send Dr. Brooks 3-4 focus statements per week that way he has more time to review them and give us feedback.

- The transcripts for the ITP students show that the 73 hours of coursework taught by EKU faculty in Louisville are transferred credit hours. Jaleh will be coordinating a meeting with Mona Isaacs, Heidi Terry, Laurence Hayes, and Karen Neubauer to discuss the ITP program and possible solutions.

c. C&PR

- The C&PR committee received quotes for banners to advertise the QEP. A 4’ x 11’ x 28 ½ ‘ would cost $795.00. Light pole banners would cost $150.00 each with a purchase of 25 or more. The Leadership Team approved a purchase of up to $10,000.00.

- Marc Whitt and Renee Everett will be invited to the Leadership Team meeting.

Meeting adjourned at 11:00 a.m.