

**SACS Reaffirmation  
Leadership Team Meeting  
December 7, 2006 9:30 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:** Byron Bond, Jim Chapman, Keith Johnson, Jaleh Rezaie, Sherry Robinson

**Guest:** Philip Gump

**Note Taker:** Tina Nix

**1) Approval of Minutes**

- Minutes for November 30, 2006, were approved.

**2) Review of the off-site report**

**a. Timeline**

- i. November 30<sup>th</sup>—Divide work
- ii. January 16<sup>th</sup>—First draft of focus reports due.
- iii. January 16<sup>th</sup>-30<sup>th</sup>—Receive and review focus reports. The process for reviewing will be the same as the initial review using SharePoint.
- iv. February 1<sup>st</sup>-15<sup>th</sup>—Make revisions
- v. February 20<sup>th</sup>—Focus reports will be sent to the printer.
- vi. February 27<sup>th</sup>—Focus reports will be mailed.

**b. ITP Program**

Jaleh met with Dr. Laurence Hayes. We offer 73 hours, but they are listed as U of L courses. The MOA clearly states that the faculty teaching these courses are ECU faculty.

- Jaleh will check on the transcripts to see if ECU is listed on the transcript.
- Jaleh will be sending Sherry Robinson a list of faculty for the ITP Program in Louisville.
- Jim will check on how the credit is transferred.
- Byron will initiate the paperwork on Louisville to have it listed as an off-site campus.
- Jim will check with CPE to see how to handle the ITP Program.

We need to let SACS know about adding Louisville as an off-site campus because it is a substantive change.

**3) SACS conference and meeting with Mike Johnson and Bryan Brooks.**

- a. Send any questions for Mike Johnson and Bryan Brooks to Jaleh.

**Meeting adjourned at 10:30 a.m.**