

SACS
Financial & Physical Resources Committee
10 year Reaffirmation
November 13th, 2017

Attendees: Craig Ness, Twila Baker, Cathy Benson, Kumer Das, Jamie Larson, Joanna Sheppard, Hector Flores, Diane Thibodeaux, Theresa Hefner-Babb, Katherine Miller and Michael Ruland

Meeting Began: 10:00 am

Financial Stability/Control of Finances

Craig Ness

Jamie Larson

Control of Sponsored Research

Kumer Das

Twila Baker

Title IV

Katrina Brent

Joanna Sheppard

Physical Resources

Katherine Miller

Diane Thibodeaux

Michael Ruland

Hector Flores

The two Physical Resources committees will meet as one group, assemble a single document and then separate into two.

Institutional Environment

Ashley Scott

Catherine Benson

Hector Flores

We unofficially have a 1-year extension, so the committee will not meet with the same frequency since we have additional time.

Mr. Ness' office will e-mail out an updated committee listing with section assignments and an updated deadline schedule.

Theresa Hefner-Babb's Update:

IT will be setting up a network drive for the SACS office to start uploading documents.

Craig stated that everyone on this committee should have access.

Will also put the CD-Rom version of the last 10-year report on the network drive.
We will place the information on the share drive rather than put it on compliance assist to transfer the data. It has not been updated yet to reflect the new standards.
Craig requested that a link be provided to the guidelines.

Once Campus Labs (compliance assist software) is ready and employees have access, appointed committee members will upload reports, then Dr. Loges will edit.

Theresa will e-mail committee when Campus Labs has been switched over and is ready to use. User name will be e-mail address and password will be sent.

Michael Johnson is in the process of updating the manual that will go along with the standards, which will provide examples. Twila stated that the crosswalk between the old standards to the proposed new standards will be a helpful tool as well.

Financial Stability/Control of Finances Committee Update:
Jamie will be attending the SACS conference in December and will volunteer for one other site visit.

Control of Sponsored Research Committee Update:
Twila has converted the compliance narrative from 2008. Working on the outstanding list of documents needed. The draft report is available if anyone wants to review.

Title IV Committee Update:
Assembled a rough draft and now waiting on the new standards to come out.
Craig stated that a statement from the auditor with findings will be required.
Will make sure that our IT security department is involved to view/change who has access to change the billing, packaging and refunds.

Physical Resources Committee Update:
Michael is acquiring the correct amount of acreage since LU has purchased many properties.
Katherine is assembling the narratives for the new buildings.
The SACS committee for updating classrooms will soon assemble a priority list and a plan.

Institutional Environment Committee Update:
Cathy stated that their committee met and assembled a plan.
Theresa mentioned that the HR policy manuals should be reviewed, updated and post the most current versions online.

Next meeting will be in February.

Adjourned: 10:30 am

Minutes will be posted on the SACS website.