Attendees: Craig Ness, Donna Quebedeaux, Twila Baker, Kumer Das, Jamie Larson, Joanna Sheppard, Hector Flores, Diane Thibodeaux, Theresa Hefner-Babb, Katrina Brent, Katherine Miller, Gary Rash, Katherine Miller and David Martin

Meeting Began: 1:30 pm

**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
- David Martin
- 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

Mr. Ness distributed a draft timeline with upcoming deadlines.

Mr. Ness asked each subcommittee to take their audit and map 2018 requirements to 2008 requirements. They also need to assign tasks and assemble a timetable to make sure deadlines are met.

Subcommittees will need to complete a bulleted draft before the end of the summer (August 31st) to share with the group. On the bottom of each bullet point, include a list of minimal
documentation that will be needed. We will add to the list if required. Drafts will need to be distributed before our meeting at the end of August.

Mr. Ness will meet with each subcommittee in August.

Let Mr. Ness know if subcommittees need technical writing assistance.

Mr. Ness will send a template so everyone is using the same format.

Have not heard back regarding our Financial Aid Audit.

Theresa stated that Dr. Taylor is not coming to campus this summer. Theresa is meeting with him in Atlanta at the end of July, so if there are any questions, her visit will provide the opportunity to ask.

Next meeting will be mid-July and again at the end of August.

Adjourned: 1:50 pm

Minutes will be posted on the SACS website.