From:	SMU Assessment & Accreditation
To:	Green, Denise; Zalkovsky, Arlene; Braht, Ellen; Gardner, Julie; Chriss, Meleah; Olavarri, Jan; Guelker, Brooke Lee; Urquhart, Diane; Monroy, Joseph; Barry, Ernest; Behrens, Troy; Boeke, Brad; Brubaker, Gary; Cross, Ruth; Cordell, Dennis; Dilliard, Kevin; Dillon, Bill; Dupaul, Stephanie; Eads, Linda; Gargiulo, Joe; Whitten, Mitch; Stanley, Harold; Hill, Vicki; Kress, Susan; Livingston, Kate; Sweidel, Martin; Szentkiralyi, Zoltan; McLendon, Michael; Moore, Peter; Mularkey, Dona; Parker, Evelyn; Piepenburg, Marianne; Quick, James; Griffin, Randall; Roberts, Matthew; Rowe, Kathy; Thomas, Samantha (IAE); Starkey, Sheri; Thornburg, Beth; Tillman, Anthony; Tumeo, Michael; Ward, Paul (General Counsel)
Cc:	Kuo, Felicia; Davis, Guy; Small, Topeka; Alvey, Patricia
Subject:	SMU Assessment & Accreditation Committee -- Fall Meeting Follow Up
Date:	Thursday, September 26, 2013 11:15:41 AM

Assessment & Accreditation Committee,

Thank you for your time, thoughtful conversations, and suggestions Friday. And, thank you for trudging out in the rain to sit in classroom seating. Here are the meeting recap and action items. Please expect to hear from our office regarding subcommittee meeting schedules.

Attending were:
Marianne Piepenburg
Evelyn Parker
Michael Tumeo
Joe Garguilo
Guy Davis in Troy Behrens' place
Zoltan Szentkiralyi
Marty Sweidel
Ernie Barry
Linda Eads
Susan Kress
Cathy Winnie
Felicia Kuo in Dona Mularkey's place
Ruth Cross
Harold Stanley
Peter Moore
Kate Livingston
Michael McLendon
Gary Brubaker
Sheri Starkey
Vicki Hill
Paul Ward
Kathy Rowe

ACTION ITEMS

Subcommittee assignments were announced. Committee members indicated that we need to reformat the Distance Education SubCommittee. We'll get that done quickly after a few clarification phone calls to make sure we've got the right team members on board (we've given ourselves a about a week to get this done).

It is true that the associate deans have the heaviest lifting to do in this group. But, the academic portions are heavier in the 5th year report. Each of you will surely want to delegate part of the work to others in your college/school, but you will remain the person who reports to the committee on action and status issues.

Background Documents & Working Documents: We will add to our A&A website the necessary background readings for you. For documents requiring a secure log in space, we will work with OIT to create that space. Documents on the secure space will include the 10th year Reaffirmation Report, appendices, and supporting documents (we've given ourselves 2 weeks to get your readings here for you).

Those will include:

Meeting Agendas and Follow Up Messages;
Schedule for and items required in 5th-year report;
SACS Principles, Policies, Resource Manual and Best Practice Publications;
SMU 10th-year Reaffirmation Report, Follow up, and Monitoring Report (secure space)
Others as requested, needed.

Scheduling Subcommittee Meetings: Topeka and I will begin working with you and your calendars to schedule sub-committee meetings. Expect those calendar requests to begin during the first part of October.

We believe those are the action items we discussed in this session.

Travel happy, ya'll.

Patty and Topeka.

Office of Assessment & Accreditation
Southern Methodist University
PO Box 750221
Dallas, Texas 75275-0021

http://smu.edu/assessment
assessment@smu.edu

214.768.4984 Dr. Topeka Small, Assistant Director
214.768.4519 Dr. Patty Alvey, Director