

Online Self-Study Executive Committee Meeting
February 24, 2006

I. Attending:

Dr. Neil Snider, Ms. Sylvia Homan (substituting for Dr. Hocutt), Dr. Steven Slimp (also substituting for Dr. Beatty), Dr. Tomas Ratkovich, Dr. Bob Ware, Dr. Vicki Spruiell

II. Overview of Best Practices for Electronically Offered Degree:

Dr. Snider noted the questions are direct and to the point. There should be no problem responding to them. The Committee will not try to edit work. The Editing Committee will to that.

III and IV. Self-Study Goals and Committee Assignments:

Dr. Snider led the Committee in a discussion of the goals and objections.

V. Calendar:

Dr. Snider noted how difficult it is to schedule; therefore, Friday afternoons are the best days. Due to the fact that some members did not believe they could hold committee meetings before March 20th, that meeting date was cancelled. Therefore the next meeting is March 24th.

Dr. Tomas Ratkovich noted that he will not be able to attend the June 2nd meeting. Dr. Snider suggested that he ask another Committee member to fill in for him.

VI. Procedures for Minutes/Drafts/Supporting Documentation

Dr. Snider noted that all committees should follow the provided chart and provide this information for the web. He also stated that he would like to attend as many of the individual committee meetings as possible. Please let him know committee meeting dates.

VII. Online Self Study

Dr. Snider noted that under each question, the committee is to check compliance, partially compliance, or non-compliance. Under Justification, provide a brief and to the point narrative.

VIII. Other Items

Dr. Tomas Ratkovich asked Dr. Snider if the committees had access to sample program from another college or university. Dr. Snider did not know but that he would ask Mrs. Pratt to see if she could locate a similar study.

Dr. Tomas Ratkovich also asked if the Executive Committee would overview all the department programs and amend the answers. He also asked if the President and Provost would be involved in order to identify responses that were incorrect. Dr. Snider stated that the Provost and President would be involved in the process and that they would let the Executive Committee know if a response might be incorrectly reported, or if the response needed further explanation.

It was also asked if the self-study would only be used internally or for other programs. Dr. Snider and Ms. Homan both believe it can be used in other forms of accreditation, such as NCATE.