

Meeting minutes for Facilities and Services Committee – 10/05/2011

Members present: Shelley Smith (Chair), Jeff Johnson (Secretary), Leos Kral, Kathy Moffeit, Judy Cox, Jon Anderson, Anna Obedkova (guest)

1. Meeting was called to order by Ms. Shelley Smith at 4:03pm (chair).
2. Minutes from the 8/16/2011 meeting were unanimously approved.
3. Dr. Jon Anderson provided a brief history of the Newnan Center and the goal to expand future services at this location.
 - a. Dr. Anderson informed the committee that there is a strong possibility of obtaining more space in the Newnan area which would provide additional opportunities for providing additional services at this location. He informed the committee that as things progress, the committee would be provided additional information.
4. Dr. Anderson provided information, with support from Ms. Anna Obedkova, about what sections of the SACS Compliance Report on which the Facilities and Services Committee needs to provide support and documentation.
 - a. There are several sections that have already been completed.
 - i. Sections CS 3.11.3, 3.8.1, and 3.8.3 are completed.
 - b. The following committee members agreed to take the lead on the following sections to gather information and provide a first draft to bring back to the committee by the end of the fall term.
 - i. Kathy Moffeit agreed to provide leadership for CS 3.11.1
 - ii. Leos Kral agreed to provide leadership for CS 3.11.2
 - iii. Shelley Smith agreed to provide leadership for CS 3.3.1.2, and 3.3.1.3
 - iv. Jeff Johnson agreed to provide leadership for CS 3.4.9
5. Meeting was adjourned at 4:50pm.

Respectfully submitted,

Jeff Johnson
Secretary of the Facilities and Services Committee