



**RACEA Executive Committee  
Conference Call  
Friday, August 19, 2016, 9:00-10:00 AM  
MINUTES**

Attendees: Danielle Buehrer (chair), Bryan Davis, Michael Black, Mickey Williford, Barbara Brown, Jill Lane

Absent: Angeles Eames, Amy Foster, Dani Sutliff

1. Approval of Minutes from July 15, 2016.
  - a. Change word Agenda at top to Minutes.
  - b. #3a about the Intelligence Accreditation Committee. Specify that it is the Completion Agenda Memorandum. Also remove the text "See Attachment".
  - c. #7a, Danielle Buehrer will provide an update after the RAC Chairs meeting.
  - d. Minutes approved with above changes noted.
  
2. AA & AS Task Force Update
  - a. Jill Lane provided an update. On Monday, August 15, a conference call occurred with Clayton State University and USG representatives to discuss a potential name change and new model for the AA/AS Core Curriculum Degree (Liberal Arts Studies). Potentially will pull together leaders from institutions which offer the AA/AS Core Curriculum Degree and System Office leadership.
  
3. Accreditation Intelligence Committee Update
  - a. Mickey Williford incorporated all changes received thus far to the memo to be sent to Houston Davis.
  - b. **Action Item:** All feedback is requested by August 24. Mickey will revise memo and send to Danielle by August 26 so she can forward to Dr. Davis on behalf of RACEA.
  
4. Comprehensive Program Review Committee Update\
  - a. Angeles Eames is unable to attend today so there is no update for this committee.
  
5. SACSCOC Requirement Pertaining to Admissions (Email thread from Ed Rugg)
  - a. Request to post admissions categories such as limited admission or presidential exceptions.
  - b. The Executive Committee felt that as long as the institution's admissions policies are published and it coincides with the accompanying narrative, then they should be satisfactory.
  
6. Mickey Williford's Suggestion for Chair of Task Force Committee to Submit an Understanding of a Charge to the RACEA Executive Committee for Approval before Work Begins.
  - a. Suggest that when future taskforces form, there is a better understanding of the process for the committee's work. Recommend a clearer description of the taskforces before individuals breakout to volunteer for a taskforce.



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- b. Discussion about whether this needs to be more explicitly written in the RACEA Bylaws or should be the responsibility of the RACEA Chair to ensure this occurs. Recommended that the Executive Committee meet at the end of the first day of the annual meeting in addition to the second day.
7. Fall Meeting Planning
- a. Date set for October 28, 2016 at MGSU (9:00 am to 3:00 pm).
  - b. Rooms 237 & 238 in the Professional Sciences Center are reserved.
    - i. Two tables are reserved in 238 for AM break, and four tables are reserved in back lobby for lunch. Breakfast at 9 AM will be a coffee/water station, and lunch at 12 pm will consist of a buffet.
    - ii. Menu: For the lunch buffet, we will have the vegetarian lasagna and the lemon parmesan chicken, garlic mashed potatoes, roasted vegetables medley, and assorted pies and chocolate layered cake. There will be tea and water.
    - iii. Last year's meeting cost \$1550.00 (\$50 registration fee \* 31 attendees).
  - c. Possible Agenda Items
    - i. AA & AS Task Force, particularly Area F
    - ii. Accreditation Intelligence Committee
    - iii. Comprehensive Program Review Committee
    - iv. Jill Lane to present AA/AS degree in Integrated Studies Model
    - v. Accreditation issues related to the Georgia Film Academy
  - d. Annual Meeting Planning (Jill Lane)- possible locations and dates for Spring 2017 meeting
  - e. Other Agenda Items
8. Request from Michael Black to Jill Lane about sharing results of her recent Area B outcomes and courses research.
9. Treasurer's Update: Received payment from Albany State University on July 21, 2016 for Spring 2016 Meeting registration fee (\$100).
10. RAC Chairs Meeting September 23, 2016 @ MGSU
11. Next Meeting: September 9 @ 9:00 AM

Prepared by Michael Black, 08/19/2016