

Stephen F. Austin State University  
July 9, 2008  
Reaffirmation Steering Committee  
Minutes: Meeting #2

Members Attending:

Dr. Ric Berry  
Dr. Adam Peck (for Steve Westbrook)  
Dr. Larry King  
Dr. Mary Nelle Brunson  
Dr. Violet Rogers  
Ms. Karyn Hall  
Dr. James Standley

Recorder: Ms. Dixie Groll

Meeting #2 of the Reaffirmation Steering Committee was called to order at 2:00 p.m. by Dr. James Standley. The minutes from the initial meeting were reviewed and approved.

The discussion of the Reaffirmation Committee Membership resulted in several suggestions by the Steering Committee and were incorporated.

The next item of discussion was a timeline, presented by Dr. Standley, who emphasized that this timeline did not replace the detailed one Karyn Hall had presented earlier in the process. Dr. Standley and Karyn Hall agreed to meet and "fine tune" the detailed timeline prior to the next meeting.

During the general discussion the question was raised about whether it would be beneficial to have five years worth of data available in Digital Measures. Dr. Rogers / Karyn Hall agreed it would be, although there would have to be additional planning done.

Karyn Hall also suggested that the University adopt a standardized curriculum vita (CV) format since the current format available through the Digital Measures (DM) did not appropriately reflect the SFA-customized Faculty Activity Report (FAR) information. It was agreed that Dr. Standley / Dr. Rogers would review CV formats used by other universities and consider SFA data in the DM FAR system. After the evaluation, Dr. Standley / Dr. Rogers will develop a SFA CV template by the end of the summer, 2008. Karyn Hall will use the newly developed template to request an updated CV report format that will accurately and appropriately represent SFA faculty data entered in the DM system.

SUMMARY OF ASSIGNMENTS	DUE DATE
Standley / Hall - Review and adjust reaffirmation calendar and timeline	August meeting
Standley / Rogers - Review CV format and develop template	August meeting

*The next meeting will be held on Wednesday, August 13, 2:00-3:00, in the Boardroom.*

The meeting was adjourned at 3:10 p.m.