

**Seminole State College
Self Study 2000 Response Subcommittee**

Minutes
February 25, 2008
10:00 a.m.

Prepared by Larry Vickers, Co-Chair

Present: Dr. Rebecca Kennedy, Pam Koenig, and Larry Vickers

1. The meeting was called to order by Dr. Kennedy, Co-Chair.
2. The subcommittee continued its review of the response list related to the 2000 Report Team's Advice and Suggestions for Institutional Improvement.
 - Item 9: A system to regularly rotate division chair responsibilities has been established.
 - Item 10: Responding to community needs during an economic downturn, the College has offered a variety of schedules—4-day summer schedule, intercessions, Saturday classes, 16-week Business Fast-Track, etc.

After several attempts, it was concluded that work schedules for those we serve often prevent them from taking afternoon classes. It was also noted that grant programs have increased and require additional space, which is taxing the already limited facilities.
 - Item 11: Equal Opportunity and Affirmative Action—The committee will discuss this area in more detail after a review of documents provided by Mona Ridley.
 - Item 12: Regents self-development—to be reviewed at the next meeting.
 - Item 13: The tenure process has been reviewed.
 - Item 14: On-campus day care will be reviewed at the next meeting.
 - Item 15: The committee will continue to update and verify numbers with respect to the replacement of old student desks, chairs, and tables.
 - Item 16: The College has developed a tobacco policy which is now in place.
3. The subcommittee will continue its review at the next meeting, which will be in Dr. Kennedy's office at 10:00 a.m. on March 4, 2008.
4. The meeting was adjourned at 11:15 a.m.