**SACSCOC Compliance Status Update-Sponsor Update**

**As of 07/18/14**

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| **Overall Project Status[[1]](#footnote-1):** |  |  | **Rationale:** | Compliance Planning Phase in progress |

**What has been accomplished on the project since the last report? What decisions have been made since the last report?**

* Phase 1 and 2 teams (with the exception of Artifacts) working on Compliance Audit, which is due July 28
* Phase 1 Teams:
  + Artifacts: NO STATUS UPDATE; Team leader resigned – raise as CRITICAL ISSUE
* Phase 2 Teams:
  + Learning Resources: Audits received except for Distant Education

DECISIONS/COMMUNICATION:

* Responsibility for SACS Standard 3.4.10 will be moved from Faculty Affairs to Educational Programs

**What accomplishments are planned?**

* Artifacts Reconciliation (Phase 1), Phase 2 and 3 Teams review and complete Team Work Plan and Compliance Audit Form
* Inventory Evidence for Artifacts Reconciliation
* Develop Project Schedule using Microsoft Project; coordinate with QEP schedule/tasks

DECISIONS/COMMUNICATION:

* Present update on Compliance to IEPC meeting on August 15
* Work with Artifacts team to develop communication plan, if needed
* Send letter to Deans regarding schedule for faculty credentials for compliance; policy on foreign transcripts
* Send letter/email from Dr. Caughman to recognize efforts of team/faculty members working on Compliance

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| **Critical issues (occurred) or potential risks identified:** | **Recommendations/Resolution:** | **Status** |
| * Artifact Reconciliation team leader experiencing difficulty engaging team members to complete tasks (Team Leader resignation received as of 7/17/14) | * PM work directly with Artifact Reconciliation team lead to determine task/timeline * Project Lead to draft policy-artifact spreadsheet for reconciliation and next steps | * Revised |
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**Timeline & High-level Tasks:**

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| --- | --- | --- |
| **Description of Tasks/Milestones** | **Timeframe/Dates** | **Status** |
| Project Initiation Phase | December – February 2014 | √ Complete |
| * Sponsor approves Charter/Project Organization | January 2014 | √ Complete |
| * Kick-off meeting – work teams formed, advisory teams notified | January 2014 | √ Complete |
| * Meet with team leaders (Phase 1) | January-February 2014 | √ Complete |
| Project Planning Phase – work teams prepare deliverables | February 2014 – June 2015 | In Progress |
| Communication Plan – major stakeholders   * Present to IE Planning Committee: (Jun 20, Aug 15, Oct 17) * Present to Provost Cabinet: (Jun 27, Aug 21, Oct 24) | February 2014 – June 2015 | In Progress |
| Phase 1 Teams:   * Compliance Audit & Plan (due Jun 2) * Report Development * Reports Reviewed/Finalized | March – June 2014  July-December 2014  January – June 2015 | √ Complete  Not started |
| Phase 2 Teams:   * Compliance Audit & Plan (due Jul 28) * Report Development * Reports Reviewed/Finalized | April – August 2014  September – January 2015  February –June 2015 | In Progress  Not Started |
| Phase 3 Teams:   * Compliance Audit & Plan (due Sep 29) * Report Development * Reports Reviewed/Finalized | July –October 2014  November – February 2015  March – June 2015 | In Progress  Not Started |
| Deliverables executed   * Report Content Final * Report Packaging * Submit Compliance Cert | June – September 2015 | Not Started |
| * Off-Site Review | October 2015 | Not Started |
| * Receive Off-Site Report | November 2015 | Not Started |
| * Develop Focused Report | December 2015 | Not Started |
| * Submit Focused Report | January 2016 | Not Started |
| * On-Site Review | March 2016 | Not Started |
| Project Evaluation/Closing | April 2016 | Not Started |
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Timelines/Milestone items highlighted in red = change/modification from last status report

1. |  |  |
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   | Green | Project is on its currently negotiated schedule and budget, and there are no unresolved issues creating delays or lack of progress. |
   | Yellow | Project is either behind schedule OR over budget OR has unresolved risks that could cause delays. |
   | Red | Project is more than one of the following:  behind schedule, over budget, or has unresolved risks that will cause delays. |

   [↑](#footnote-ref-1)