**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 2014July-December 2014January – June 2015 | √ CompleteNot started |
| Phase 2 Teams:* Compliance Audit & Plan (due Jul 28)
* Report Development
* Reports Reviewed/Finalized
 | April – August 2014September – January 2015February –June 2015 | In ProgressNot Started |
| Phase 3 Teams:* Compliance Audit & Plan (due Sep 29)
* Report Development
* Reports Reviewed/Finalized
 | July –October 2014November – February 2015March – June 2015 | In ProgressNot 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)