

QUALITY ENHANCEMENT PLAN (QEP)
COMMITTEE MEETING
AUGUST 18, 2009

COMMITTEE MEMBERS PRESENT:

M. Wagner, Co-chair (English)
J. Cason, Co-Chair (Librarian)

MEMBERS PRRESENT:

C. Fonville (Student Affairs)
M. Heikkinen (Office Administration)
D. Hicks (Science)
K. Hogans (Mathematics)
M. Kane (Learning Center)
C. Matthews (Nursing)
T. Pierce (Reading, Student Success)
D. Reites (Developmental English)

MEMBERS ABSENT:

M. Nathanson (eLearning Tech)
K. Urquhart (Psychology)

RESOURCE MEMBERS:

G. Sligh
S. Brown (absent)

RECORDING SECRETARY:

G. Filippello

The meeting was called to order at 2:15 pm, by M. Wagner, Co-chair.

The purpose of this initial meeting was to establish the importance of QEP as part of our reaffirmation of accreditation process with SACS. M. Wagner referred to Dr. Mojock's memo of 7/14/09 and spoke of the goals of helping developmental and first-generation students be more successful within the parameters. She said the QEP project is to build a solid foundation in Math and Communication Skills for students and to focus on critical skills that reflect our Core Principles such as analytical thinking, and when concentrating on Gen Ed competencies we should think of independence, leadership, teamwork, and creativity. M. Wagner advised the committee that each member should develop a plan of ideas whether it's in Reading, Business, English, Advising, Science or another discipline but not to do something we are presently doing however, we can build on what we are already doing effectively.

M. Wagner referred to the information outline packet previously distributed to the members and pointed to some areas that Dr. Sligh suggested the committee concentrate on. She discussed researching the topic that should include but not be limited to enhancing the academic climate for student learning and enhancing critical thinking skills and to take full advantage of literature available on a topic. J. Cason added that this is a 10 year project and the question is what can we do that demonstrates student success learning that we can document over the years. Will we have something in 5 years that SACS can come in and say we are on the right mark and this is basically what we are looking to accomplish?

M. Wagner asked the committee if they had any questions and K. Hogans asked if we would be targeting developmental students only. M. Wagner explained that not only developmental students but first-generation students also and this will set the bar to help everyone in the classroom. Some topics were mentioned and it was noted that various works have been published and J. Cason said he is working on a bibliography to make available in some form at the campus libraries. He mentioned the possibility of a packet of articles that can be checked out to faculty and if there is a particular article someone is interested in, he could possibly make it available in an electronic format. A question was asked how J. Cason would develop the material for the bibliography and M. Wagner explained that we will be designing and planning what we will focus on and he will use this information. She added that by September she hopes to narrow down the topics and by the end of September we will know where we are heading.

M. Wagner mentioned that our budget is a factor to consider but the budget should not stop us as we can design and trim it at a later date. J. Cason advised that in the research area it would be helpful if we have quantitative research of our resources as we have to determine how many people will be involved and if we have the money to allocate. M. Wagner mentioned that Sybil Brown is working on data as to how many students are developmental and how many are first-generation which will give us some idea what is involved. A discussion continued between the committee members offering suggestions. M. Wagner pointed out page 7 and the bottom of page 8, pages 9, 10, and the research on page 12 in the QEP handout as excellent information to follow.

M. Wagner spoke of the importance of obtaining a QEP evaluator for on-site reviews early on in order to get that person scheduled on his/her and our calendars. She said the first five years will be an indication of what it will look like; we will identify the topics, research the supportive, and have the evaluator identified. J. Cason suggested going on the SACS website and check various colleges for QEP information and also the National Website. He continued that the bottom line is what is good for the students. At this point the committee brainstormed their ideas and suggestions in general. It was determined that after five years a report has to be generated and sent to SACS advising them what has been accomplished however, we are not obligated to follow the progress of the students after graduation. It was indicated that Dr. Sligh may, from time to time, ask for a written progress report.

M. Wagner discussed the timeframe and said there would be monthly meetings in September and October and wrap up everything in November. Dr. Graber will meet with us in October to assure we are on the right track. She asked the committee for their input as to a day the committee should meet and suggested no meetings on Fridays as there were already many meetings scheduled for that day of the week. The committee will determine what day works best for all and a suggestion was made that when it is difficult to arrange for all committee members to meet at the same time to possibly

conduct meetings by video or telephone conferencing or online using face book or something similar.
J. Cason will look into the possibility of scheduling this procedure.

The meeting adjourned at 3:10 pm

Respectfully submitted,

Gloria Filippello