

Quality Enhancement Plan Planning Committee Minutes – Sept. 26, 2008

The organizational meeting of the Lake-Sumter Community College Quality Enhancement Plan (QEP) Planning Committee was called to order by Dr. Gary Sligh, Chair, at 1:06 pm on Friday, September 16, 2008, in SS 205.

Present: Ms. Joyce Brautcheck, Ms. Sybil Brown, Ms. Colleen Carter, Ms. Denise English, Mr. Bob Fox, Ms. Karen Hogans, Ms. Bonnie Holloway, Dr. Barbara Howard, Ms. Lisa Huntley, Ms. Marion Kane, Mr. Thom Kieft, Ms. Mary Lunsford, Mr. Mike Merrill, Ms. Regina Peeples, Dr. Mary Jo Rager, Mr. Dick Scott, Dr. Gary Sligh, Dr. Melanie Wagner

Absent: Mr. Rich Billings, Ms. Irene Owens, Dr. Sherie Lindamood, Ms. Andrea Zito-Moore

Dr. Sligh welcomed the Committee members and asked each person to introduce himself or herself. Dr. Howard provided chocolate to facilitate the Committee's work.

Dr. Sligh oriented the Committee to the nature of the QEP process of the Southern Association of Colleges and Schools (SACS). He referred the members of the Committee to the SACS Website for additional details. He reminded the members that the QEP needs to impact student learning and student success. We have to be able to measure the impact of whatever project we choose for our QEP. We must also show that the institution is committed to the project and that the institution can afford to carry out the project. In addition, the QEP needs to be linked to the College's Mission, Vision, and Values.

The QEP is proposed to the SACS team. After five years, the College has to report on its progress in carrying out the QEP. LSCC must also demonstrate to SACS that the development of the QEP was based on wide involvement. To that end, students, trustees, Advisory Committee members, and others will eventually join this broad-based group in developing the QEP.

Dr. Howard expressed a desire for all members of the Committee to embrace the QEP. Mr. Scott indicated that we have a duty to be enthusiastic about the QEP and the process. We need to pick a topic that we can all be enthusiastic about.

Dr. Sligh indicated that this Committee has two tasks. First, it is to determine a process for choosing the topic of the QEP. Second, it is to facilitate the actual choice of the QEP topic. Once a topic is selected, then the composition of the working group to develop and carry out the QEP will do doubt differ from the present group as people with appropriate expertise are involved.

By the end of Spring 2009, this Committee's work will be essentially complete based on an overall timeline developed by Dr. Meyer for the QEP process. Dr. Sligh will share that timeline with the members of this Committee.

The Committee then turned its attention to its first task: determining a process for choosing the topic of the QEP. Two broad possible approaches were suggested:

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1. Having this group brainstorm for topics and then disseminating the results to the broader College Community for further discussion and input (possibly including additional topics)
2. Seeking ideas from the broader College community first and then using this group to achieve focus.

An animated discussion of these two possibilities followed.

Dr. Sligh suggested that the actual selection of the topic might result from a hybrid of these two approaches and involve an election process complete with campaigning and voting once several possibilities have emerged.

Dr. Howard shared a description of a process that she has seen work well. This process involved sending members of a group like this one out in pairs to a wide variety of constituency groups to lead scripted brainstorming sessions. She indicated that this process led to the development of a number of clear options.

Dr. Mojock joined the group about an hour into its meeting time. He thanked the Committee members for their participation. He reminded the Committee that the purpose of this group is not necessarily to do what is easy but to do what will best improve student success. He reminded the group that its work should be based on the College's Mission, Vision, and Values.

After a thorough discussion, a hybrid approach emerged. Dr. Sligh will send out some provocative questions and links to helpful reference sites including samples of QEPs developed at other institutions. Then the Committee will come back together for a brainstorming session that will culminate in a script for leading focus groups from a wide variety of College constituencies. Dr. Sligh will begin to develop a list of these constituencies before the next meeting.

Ms. English offered to expand the section of the Libraries' Web site devoted to SACS Compliance to include areas for the QEP Planning Committee and for the work of the Learning Outcomes group. Everyone welcomed this generous offer.

The Committee set its next meeting for Friday, October 17, at 1:00.

The meeting adjourned at 2:15 pm.

Respectfully submitted,

Bonnie B. Holloway