

QEP

Meeting Notes (Morning of Friday, Feb. 9, 2018)

9:00-10:15a.m.

1. Email the strategic plan to Mr. Brooks
2. Add E. Howard to QEP team meeting for March 9
3. Add someone from Admissions
4. Email the new QEP guidelines for Mr. Brooks
5. **Instruments:**
 - Strategic Plan;
 - Report Card;
 - All Campus Surveys: Student Opinion, Campus Climate, Graduate Exit; Program Reviews,
 - Annual Reports
 - Course Completion Rates
6. A letter from QEP Chairs requesting Fridays for meeting days
7. **Today's meeting:**
 - Greet the new team,
 - SACSCOC requirement,
 - Present the data,
8. QEP Data Meeting (March meeting)
9. Narrow down a topic based on data presented in the March meeting, establish teams on March 9, teams will do research
10. Bullet 4 on the QEP guidelines document...research-based process
11. Summer Institute for QEP Chair/Co-chair

Send Duncan the Articulation Agreement for the new student learning outcomes

Focus Groups?????

Achieving the Dream/ICAT (ATD has access to IPEDS and Clearing House for CCC);

QEP

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2:00 p.m. – 2:55 p.m.

People present at this meeting:

Tony Brooks, Co-chair and Health Sciences
Glynda Duncan, Chair, English Dept.
Margaret Dixon, IE
Chequita Dixon, Health Sciences
Johnny McGlown, Board
Cynthia Roberson, IE
Mary Suggs, Workforce
Trina Cox, Enrollment and SS
Patrick Johnson, Enrollment and SS
Miracle Hunter, Student Government
Delores Richard, Admissions
Kate Bennet, Workforce
Joharrison Rockett, Science and Math Dept
(missing, Dr. Newson, Kimberly Hollins, and student Tia Davis, Miss CCC)

- Welcome by Co-chair Tony Brooks...Purpose Introductory meeting
- Greeting by Chair Glynda Duncan...keeping with timeline, met twice last semester, sent out survey, online survey, 298 responded online from constituents, today we will review data and summarize overview, we will meet again in March, this team will do research to narrow a topic,
- Group Introductions
- Margaret Dixon, explained QEP acronym and meaning, this group came out the first group for the second QEP, All of SACSCOC standards changed, should not spend a lot of money on the QEP, we will use institutional data...report card, annual review, course completion rates, etc.
- M.D. The next meeting will be a data meeting, narrow down to three topics, team will research to narrow down topics, ATD will help the institution revamp its focus for student success, ATD will send their own team to help us, we need to have a topic ready, help students get to the finish line, \$750000 investment for the next four years and it is a must that we do what they ask of us, will use their help to write the QEP, institutional team reports to ATD meeting in Nashville this February and kickoff in June 2018, ICAT from ATD Institutional Capacity
- M.D. Institutional Capacity Assessment survey from ATD
- Tony Brooks QEP focus presentation, implementation team to take information back to your department and bring information back, choose a topic by the end of March 2018 QEP, website by Marc 2018, all August dates will be pushed back to Sept 2018 because of Ms. Duncan's retirement,

SACSCOC comes in Sept 2020, then conduct a pilot even before SACSCOC comes, 566 responded to the first survey, students commented about a lot of topics, 70 comments that are applicable to QEP purpose, QEP Survey Results handout, CCC Surveys handouts, the goal is to have enough data to share with ATD when they come in,

- Homework: Strategic Plan, Report Card, Budget, Program Reviews, and Annual Reports, Mrs. Dixon is going to compile data from these reports by the March 9th meeting for student learning outcomes and success and faculty driven, especially look at the report card based on first time full time cohort, annual reports are not posted yet because we are in the first year of completing that process, the budget is on the MCCB website,
- Members of the team...this is your opportunity to make suggestions if you know something needs to be done, student centered, everything has to be measured/assessed, start a pilot Sept 2019,
- M.D. A cohort is needed for the QEP emphasis...first time full time student roughly 495- 600 students to focus on for new QEP to make it to the finish line in 2-3 years or 100-150%... a cohort is a student who enters college the first time full time
- Miracle Hunter: Feb 20 @ 2:30 town hall for questions about QEP; there will be a panel
- One month until the next meeting, reminder email, lecture room,