

Quality Enhancement Plan Committee

Minutes of Meeting

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| CHAIRPERSON: Cathy Singletary | | |
| MEETING DATE: 1/23/19 | MEETING TIME: 1:15 p.m.-2:15 p.m. | MEETING PLACE: Media Room |
| RECORDER: Cathy Singletary | | PREVIOUS MEETING: 11/29/18 |

OTHERS PRESENT

| P/N | Name and Title (list all members) | Name and Title (list others present) |
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| P | Dr. Cathy Singletary, Professor, QEP Director | |
| P | Dr. Billy Adams - VP of Instruction | |
| P | Teresa Brooks - Dean of Distance & Digital Learning | |
| P | Don Clinton - VP of Student Services | |
| P | Roberta Collingsworth, Professor - Mathematics | |
| P | Jeremy Dorman, Director of Admissions/ Registrar | |
| P | Cheri Lambert, Professor/Chair - Occupational Therapy Assistant Program | |
| P | Cancee Lester, Director of Shelby County Operations | |
| P | Natalie Oswald- Dean of Arts, Sciences & Technology | |
| P | Michael Pace, Instructor - School of Energy | |
| P | Tryphena Walker, Director of Institutional Research and Planning | |

AGENDA

| Agenda Item | Action, Discussion, Information | Responsibility |
|-----------------------------------|--|------------------|
| Approve Minutes from Last Meeting | | |
| Old Business: | <ul style="list-style-type: none"> None | |
| New Business: | <ul style="list-style-type: none"> Summarize briefly revisions to EDUC/PSYC 1100 Learning Framework Review evaluation tool Discuss faculty involvement in implementation Discuss discipline connections Identify next steps | Cathy Singletary |

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| Other: | | |
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MINUTES

| Key Discussion Points | Discussion |
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| Old Business: | None |
| New Business: Discussion | <p>The chair called roll for the meeting. Previous minutes are in the shared QEP Google Folder for editing, corrections, and approval.</p> <p>The committee discussed the following items:</p> <ul style="list-style-type: none"> • Revision of curriculum within EDUC/PYSC 1100 Learning Framework. Shared brief summary of changes made and review critiques that led to those changes. • Answered questions pertaining to OER use since Learning Framework was one of the first courses to utilize a supported OER for text and materials. • Committee discussed future considerations including release of company provider should Panola’s policy about OER use require transition to a pure OER as defined by the campus. • Reviewed the definitions established for persistence and retention. • Discussed evaluation criteria for QEP in relation to planning and implementation efforts. • Informal faculty feedback about QEP professional development held during Spring Convocation indicated positive outcomes. Specific outcomes, such as increased faculty awareness of QEP benefit to students or improved communication between faculty and students were deemed beneficial at the College constituency level. • Examples were shared of potential faculty involvement in curriculum planning at a cross-discipline level. Discussion ensued and research was presented to suggest best practices. <p>The meeting was adjourned at 2:15 p.m.</p> |
| Committee Decisions: | <ul style="list-style-type: none"> • Don Clinton will communicate with faculty advisors of the Green Jackets and Phi Theta Kappa and selected student organizations at Panola College. Faculty advisors will each identify one student representative to serve as student representatives for Spring 2019 semester. Since this was the first meeting for this semester, students had not been identified yet. • Plan faculty and staff professional development to be held during Fall 2019 Convocation week. Cathy Singletary and Cheri Lambert will develop key items and will present ideas for consideration at the February meeting. • Discussed next steps in QEP and our immediate need to develop questions for upcoming meeting with Dr. Hardt. Informal discussion among members will continue. |
| Other: | |

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| CHAIRPERSON SIGNATURE (or designee): Dr. Cathy Singletary | DATE: 1/23/19 | NEXT MEETING: 1/30/19 |
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