



QEP Committee Meeting
March 8, 2018
11:00AM - 12:00PM
Media Room

MINUTES

Welcome & Agenda Review

Attendees:

Kelly Reed-Hirsch
Dr. Adams
Troy Caserta
Amy Calhoun
Roberta Collingsworth
Lindsey Hibbard
Kelli Vicars
Michael Pace
Cheri Lambert
Cancee Lester
Reanna Hart

Not Present:

Don Clinton
Teresa Brooks
Natalie Oswald
Student Representatives - TBD

Review Minutes from Previous Meeting

Dean Reed-Hirsch asked if anyone had any questions, comments or changes to the minutes from the previous meeting. Minutes stand without correction.

QEP - A Closer Look at What's Ahead

Dean Reed-Hirsch shared that following the first meeting three committee members asked her about the QEP and what exactly we'd be doing. Given the questions that other may have, she prepared a presentation to review the QEP and process ahead in more detail. A copy of this presentation is in the QEP Committee folder for review.

Using SPOL for QEP Documentation

Following the first meeting, it was decided that SPOL would be where "official" QEP documents would be kept. So that everyone would be familiar with SPOL, Ms. Tryphena Walker presented how to use SPOL. Everyone on QEP has access. To login the username is the first part of your email address and the password is 123 (or forgot password). See the Accreditation Manual that Tryphena distributed for details about how to use SPOL.

Paths to Success Activity

Due to lack of time, this activity was tabled until the next meeting.

Discussion of Action Items

Dean Reed-Hirsch asked everyone to read the article she shared previously via email and do a very basic (50,000' perspective) literature review for what knowledge, behaviors, values will need to be changed and what processes have been proven to work as it relates to the selected QEP.

Questions and Comments

A question was asked by a member if the senior member of the sub-committees were “in-charge” of that committee. Dean Reed-Hirsch explained that due to the small size of the committees that it would be necessary for everyone to take turns leading and to work together.

Cancee Lester shared a planner that she found that she wanted to get the committee’s thoughts on and see if it was something we could include in the QEP budget. Following a brief discussion about the value and use of the planner it was determined that it was something useful and likely something to be included in the QEP budget, which Troy offered to meet on 3-22 to discuss further. A meeting invite will be sent out to those who need to attend that meeting; however anyone is invited to attend.

Dean Reed Hirsch reminded everyone that the next meeting will be March 29th in the same location at 11:00.

Recorder: Kelly Reed-Hirsch