



## **MINUTES**

### **Welcome & Agenda Review**

Attendees:

Kelly Reed-Hirsch

Natalie Oswalt

Dr. Adams

Don Clinton

Troy Caserta

Teresa Brooks

Michael Pace

Reanna Hart

Cheri Lambert

Roberta Collingsworth

Lindsey Hibbard

Kelli Vicars

Cancee Lester

Tryphena Walker

Mickie Cash, Secretary

*Dean Reed-Hirsch gave a review of the timeline. The rough draft of the QEP document is due in 13 weeks.*

### **Discussion**

#### **1. Identify True Achievement Gaps (NOW)**

*Dean Reed-Reed Hirsch presented data that athered from Brazosport College's QEP as their QEP is similar to ours. The committee discussed the indicators, reviewing each one presented, and agreed the indicators below - some direct and some indirect - would be adequate measures of successfulness of the QEP:*

- *Average time to complete an associate's degree*
- *Percent of First Time in College students who complete a degree or certificate with three, four, and six years, calculated using a three year average*
- *Percent of First Time in College students who transfer to a senior institution within six years*
- *SACSCOC Completion Comparative*
- *Reverse transfers*
- *CCSSEE (indirect data) – Dean Reed-Hirsch looked at the recent CCSSEE and at this time the results haven't come back. Data from the 2017 National survey will be plugged in at this time to complete the portion of the report that is due now and once the data comes in go back and update the information. Dean Reed-Hirsch suggested that the committee go to the CCSS*

*website that she provided to view sample questions. Tryphena mentioned that she had completed the Special Focus Survey Questions and she could get that out to everybody.*

- *SENSE (indirect data) - possibly*
- *iPEDS - per Dr. Adams.*
- *Tryphena reported that she could gather information from the fall 2017 enrollment and would send the data to Dean Reed-Hirsch.*

### **Understanding Root Causes of Achievement Gaps (NOW-end of school year)**

*Dean Reed-Hirsch shared that to understand what the root cause of achievement gaps we have to identify the Internal, External Personal and Learning Gap. The Committee has discussed what we think will “move the needle” and make the necessary changes happen to improve indicators but we need to ask students what they think. This information needs to be gathered from students by May 10th. The following suggestions was given on how to gather this information:*

- *Student Government*
- *Course Evaluation*
- *Extra Credit*
- *Graduation Survey*
- *Dash Board*
- *Sticky Board*

*After discussion on the various ways to get data from the students it was decided that the best way to get the best data from students is to put a sticky board in each of the main buildings and complete an end of semester survey. Dean Reed-Hirsch will create a survey in Survey Monkey, get it to Teresa Brooks to put on Dash Board, the Chairs will send out information to their instructors to have students to complete the survey. Questions should be ask their perception of their experiences at Panola related to basic requirements of the college, registration details, where to find information about options available, advising process, etc. At the end of the term the QEP Committee will have enough data and feedback from students, faculty, staff and the community to further prepare the QEP document.*

*The next meeting will be over Operational Components. Meeting was adjourned by Dean Reed-Hirsch.*

### **Dates for Future Meetings**

*April 26<sup>th</sup>*

*May 10<sup>th</sup>*

*May 24<sup>th</sup>*

*Recorder: Mickie Cash*