

Name of meeting: QEP Implementation Team Meeting **Date of meeting:** 1/23/2015

Time of meeting: 12:00PM – 1:35PM **Place of meeting:** BSCI Rm. 114

Members present: Erin Balmer, Vanessa Capps, Jay Coomes, Jennifer Henson, Steve Hollifield, Melissa Johnson,

Alice McCluney, Adam Petit, Sarah Rodriquez, Loreen Smith, Kimberly Snyder, Pat Wall,

Members absent: Blake Dula, Jessie Fletcher

Guests present: None

Topic	Discussion	Action
	Pat Wall called the meeting to order.	
Approval of Minutes	Pat asked for approval of the December 1st minutes. The group gave approval of minutes.	Minutes were approved as written.
Debbie Wiltshire	Debbie has resigned from the QEP since her surgery is requiring PT and she is in the process of having to train an adjunct instructor.	
Committee Meeting Minutes	Pat has asked that if you have not submitted your minutes from the committee meetings that you attended to please do so now.	You will receive an email from Pat if she has not received responses from committee meetings you went to.
SACS/COC Conference	There is a folder on our Moodle site named “Concurrent Sessions” that contains some information that benefit the QEP.	
Mock Review	Mark your calendars for May 1, 2015 10:00-2:00 for Mock Review	The following group of people will be on campus to conduct a mock review with us. We should have one to two more joining this list. This will help us to get ready for the real review coming in October. <ul style="list-style-type: none">• Dr. Shannon Kennedy, Executive VP, Cleveland CC

		<ul style="list-style-type: none"> • Dr. Chad Bledsoe, Executive VP/VP for Academic Affairs • Dr. Robert Crow, Assistant Professor of Educational Research
Virtual First-Year Progression and Curriculum Completion Rates Meeting	Mark your calendars for March 25 th , 3:00-4:30 in the IT conference room	
ACA	Melissa announced that Bret Watson, Loreen Smith, Michael Lyda, and Alfreda Lindsay are on the subcommittee.	They will be looking at Melissa and Bret's ACA 122 sections this fall as the pilot for the direction ACA is going.
Orientation	<ul style="list-style-type: none"> • Professional Development day will have about an hour and 20 minutes devoted to an orientation simulation. There will be an overview of what was done this past fall. We will use this to see what we need to add or take away from our orientation. • We have \$25,000 to spend on a vendor this year. No firm decisions have been made at this point. Robby is checking with other IT departments to make sure we don't go with a vendor that can't deliver what they say they can. 	
Marketing	<p>Logo contest was a big success. Had over 50 entries submitted. Megan Atkins was the winner of the contest.</p> <p>Start Strong. Finish Stronger. Will be the theme for Sports Day. There is talk of doing a Color Run.</p> <p>SGA has expressed the importance of having both Faculty and Staff involvement in Sports Day.</p> <p>Jay announced there will be a big unveiling at Professional Development.</p> <p>Stay tuned!</p>	

SLOs 3.1	There was a lot of discussion about the way that SLO 3.1 should read.	SLO 3.1: First-time students will utilize an educational plan that matches their current program of study.
Pre-ACA Moodle Quiz	Do we need it as a data collection source?	After discussion we will not use the ACA Moodle quiz to collect data at this time.
Measurements for 3.1, 3.2 & 3.3 SLOs	<p><u>SLO 3.1</u></p> <ul style="list-style-type: none"> • Measurement Tool <ul style="list-style-type: none"> ○ RGER report in Colleague • Formative/Summative <ul style="list-style-type: none"> ○ Summative • Direct/Indirect <ul style="list-style-type: none"> ○ Direct • Frequency <ul style="list-style-type: none"> ○ Fall, Spring and Summer Semesters <hr/> <p><u>SLO 3.2</u></p> <ul style="list-style-type: none"> • Measurement Tool <ul style="list-style-type: none"> ○ Academic Standings report pulled from Colleague using Informer • Formative/Summative <ul style="list-style-type: none"> ○ Summative • Direct/Indirect <ul style="list-style-type: none"> ○ Direct • Frequency <ul style="list-style-type: none"> ○ Fall and Spring semesters • Baseline <ul style="list-style-type: none"> ○ 13% No data for first time students. Average of student body alerts over 6 semesters. <hr/> <p><u>SLO 3.3</u></p> <ul style="list-style-type: none"> • Measurement Tool <ul style="list-style-type: none"> ○ NCCCS Performance 	<p><u>SLO 3.1</u></p> <ul style="list-style-type: none"> • Baseline <ul style="list-style-type: none"> ○ Will find out from Financial Aid and discuss this at next meeting. • Threshold <ul style="list-style-type: none"> ○ Will be discussed at the next meeting <hr/> <p><u>SLO 3.2</u></p> <ul style="list-style-type: none"> • Threshold <ul style="list-style-type: none"> ○ Will be discussed at a future meeting <hr/>

	<p>Measure for Progression</p> <ul style="list-style-type: none"> • Formative/Summative <ul style="list-style-type: none"> ○ Summative • Direct/Indirect <ul style="list-style-type: none"> ○ Direct • Frequency <ul style="list-style-type: none"> ○ Annual report for Fall, Spring and Summer semesters • Baseline <ul style="list-style-type: none"> ○ 74.6% No data. First year progression goal. ICC's 68% now. • Threshold <ul style="list-style-type: none"> ○ 75% at the end of 5 years; an increase of 1.4% annually for 5 years 	
Next Meeting	February 20 th @ 12:00 BSCI 114	

The meeting adjourned at 1:35pm.