QEP Committee

Minutes

Meeting at 4:00 pm November 20, 2014

Johnson Board Room

**Members Present:** Jim Colbert (Chair), Lisa Wiecki (Library), John Moore (Arts and Humanities), Jason Lee (Sciences and Mathematics), Kim Shannon (Student Affairs), Vivian Gaylord (Enrollment Management), Christine Mark (Business and Public Affairs), Leland Nielsen (Education), Catherine Sayre (Sophomore Student), Tyler Griffin (Junior Student).

**Members Absent:** Wayne Justesen (Community Representative), Beth Taylor (Community Representative), Angelle Laborde (Community Representative), Kaitlin Sherfield (Student), Cornisha Waller (Student).

Meeting was called to order at 4:00 by Dr. Jim Colbert.

Dr. Dan Ball, President of Lander University, welcomed the committee and provided words of encouragement.

Dr. David Mash, Provost of Lander University and SACSCOC liaison, reviewed the charge of the committee relating to SACSCOC standards and the importance of the QEP to the accreditation process.

Dr. Colbert presented a PowerPoint slideshow that

1. reviewed the elements of the two SACSCOC standards (2.12 & 3.3.2) that relate to the QEP
2. reviewed two research documents available on the SACSCOC website that summarize the topics and the high impact practices that appear in many QEPs submitted to SACSCOC
3. provided links to specific resources on the SACSCOC website relating to the QEP
4. suggested strategies for guiding the topic selection and program development processes.

*A copy of the PowerPoint is attached as an appendix to the minutes.*

The floor was opened for a general discussion by the committee.

1. A member raised the idea of the first year experience as important to Lander specifically relating to student retention.
2. Another member pointed out that the Faculty Senate is currently discussing possible revision to the General Education Program. Since Gen Ed had been mentioned in the SACSCOC research on topics, that might be a good focus for our QEP.
3. Another mentioned that undergraduate research and scholarship was an area Lander could focus on improving.
4. The idea of a non-academic or co-curricular transcript was mentioned and discussed relating to its use to certify extra-curricular experience and learning that students achieve while in college that can impact career prospects.
5. A member recognized a weakness in current students relating to teamwork and problem solving skills and suggested that Lander students would benefit from a QEP that focused on those learning outcomes.

The committee decided on the following steps to take in preparation for a meeting TBA in January 2015.

1. Jim Colbert will schedule the next meeting and plan a review of some institutional data relating to potential QEP topics and learning outcomes.
2. Jim Colbert will send out the PowerPoint presentation that provides links to the SACSCOC resources.
3. Committee members will review the resources and some expressed an interest in searching the web for other example QEP documents from other institutions to serve as examples.

The meeting adjourned at 5:30 pm.

Respectfully Submitted,

Jim Colbert