**QEP COMMITTEE MINUTES**

**March 23, 2015**

**4:00 pm**

**Johnson Board Room**

**Approved 3-23-15**

**Members:** Jim Colbert (Chair), Vivian Gaylord (Enrollment Management), ~~Tyler Griffin~~ (Junior Student), Wayne Justesen (Community Representative), Angelle Laborde (Community Representative), Jason Lee (Sciences and Mathematics), ~~John Moore~~ (Arts and Humanities), ~~Leland Nielsen~~ (Education),  ~~Catherine Sayre~~ (Sophomore Student), Kim Shannon (Student Affairs), ~~Kaitlin Sherfield~~ (Student), ~~Mike Shurden~~ (Business and Public Affairs), Beth Taylor (Community Representative), ~~Cornisha Waller~~ (Student), Lisa Wiecki (Library).

1. Meeting was called to order at 4:00 by Dr. Jim Colbert.
2. February 11, 2015 meeting minutes were approved.
3. Town Hall meeting outcomes discussion was held. Three main topics were discussed during all the town hall meetings. The topics are:
4. Retention
5. Freshman Experience Course
6. General Education
7. General Discussion was held with the members on what steps to take next. The suggestions were town hall meetings with the students from these groups:
	1. Student Government Association
	2. Presidential Ambassadors
	3. Ennactus members
	4. Blue Key members.
8. Data collection still needs to be done. Discussion was held regarding types of data that the committee could review.
	1. University 101 survey data
	2. Enhanced Advising survey data
	3. HERI Survey data
	4. Great Colleges Survey
	5. Alumni Survey
	6. Community Survey Data
9. Planning for next steps. The QEP needs to have literature which could include White Papers written by faculty over the summer which would advocate for a topic. Chamber of Commerce Educators meeting will be held on campus, ask to speak to community leaders for their inpul. Dr. Colbert will give the faculty an update on the QEP topic search at the next Faculty meeting.
10. After a topic is selected a separate committee will develop the QEP program
	1. Develop student outcomes
	2. Develop assessment tools
11. Next meeting of the committee will be held March 31st at 4pm, SGA meeting on April 13th at 4pm, and Wednesday, April 15th at 4pm.

The meeting adjourned at 5:00 pm.

Respectfully Submitted,

Melissa Thompson