

## **QEP Executive Committee Meeting**

**October 24, 2016**

Members present: Dr. Vickie Gentry, Dr. John Dollar, John Pearce, Roni Biscoe, Drake Owens, Dr. Marcia Hardy

Meeting called to order by Dr. Gentry at 2:04 p.m.

1. QEP Guidelines were presented by Dr. Gentry
2. QEP Taskforce Volunteers and selection of members – A list of volunteers was submitted along with suggestions from executive committee members. Dr. Gentry will communicate to members and ask if they will serve on the taskforce. A list of taskforce members will be provided later.
3. Planning of student and committee forums – dates of Tuesday, November 1 and Wednesday, November 2, were agreed upon for student forums. Exact time and location will be worked out with Dr. Gentry and John Pearce. John suggested that SGA and SAB meet together at one of their regular scheduled meeting times. Faculty Senate meeting is November 15, 2016 and the Executive committee will present to the Faculty Senate at that time. Once the forum is over a survey will be released to the campus for input.
4. Survey results will be shared electronically this week to the committee with further discussion at the next meeting.
5. QEP Title – members need to be thinking about a title.
6. Capstone (senior level) experience – unanimous vote of Yes
7. Top three high impact experiences based on research – unanimous yes
8. Experiential course: Elective or required – required unanimous yes
9. Minimum # of hours for experiential learning course – unanimous yes
10. Oversight committee (individuals who will approve program plan: approve/deny/adjust plan; review program data results and recommend future direction for all plans)
11. Other – budget will be presented at next meeting
12. Next meeting will be October 31, 2016 at 8:30 a.m.