Summary of (QEP) Topic Recommendation Committee meeting
of March 26, 2008 FC 101, 3:00 – 5:00

The meeting was called to order and introductions of all present were made.

Gale Stuart was introduced as a new ex-officio member of the committee due to her vast knowledge of assessment.

Charge of Committee:
This committee will review the four proposed topics and will provide a major recommendation, with possible minority reports, that will be presented to the president for approval. It is important to keep in mind that the topic can not be overbroad as SACS prefers a well defined and measurable QEP topic. Once the QEP topic is selected and accepted, this particular committee will disband and a leadership committee will be created to develop and write the QEP. Members of this committee may also be asked to serve on the leadership committee.

While choosing a topic, the committee is asked to look at the suggested proposals that came out of campus discussions and remember that specific elements can be added to the current proposals. Note that when a final decision is reached, the chosen topic must link to the mission of the University as well as Momentum 2015.

Once a topic is decided upon, baseline measurements will need to be performed. By Fall 2009 a plan must be constructed for the QEP. The plan is not implemented until SACS approves it during the review in Spring 2010. Once approved the QEP is implemented. SACS will follow up in 2015 to evaluate the effectiveness of the QEP on learning outcomes. The introductory measurements compared with subsequent assessments during the five year period should prove our QEP will have a measurable, positive impact on learning outcomes. The QEP will largely focus on undergraduates and carry a common, sustainable theme which will improve retention. The QEP is an unfunded mandate that will have substantial funding once a topic is approved.

Organization of Meetings:
It was decided by all committee members present that there will be no chair for this particular committee. Dr. Billeaux will continue to oversee the meetings and his office will organize them.

The committee members, overwhelmingly, requested a presentation explaining the proposed topics in next week’s meeting. Complete audio CD of meeting available.