

QEP Committee

Minutes
June 30, 2021

Opening

The meeting of the QEP Committee was called to order at 10:00 am, June 30, 2021 on WebEx by Chuck Griffin.

Present

Chuck Griffin
Lynda Civils
Happy Gingras
Brian Miller
Matt Amante
Charmaine Smith
Brook Cathey

Old Business

The committee continued to discuss whether to include increasing retention as part of our QEP Topic. The general consensus was to request the retention data from Dr. Miller's office for the same time frame we are using for student success. The two variables are so related it stands to reason to include both. The draft student and faculty/staff surveys were reviewed and certain modifications were suggested. Chuck agreed to make the changes and schedule a meeting with Jennifer Joyner once she returns to campus. The final survey will be reviewed by the committee and submitted to Dr. Gould for approval prior to the actual September launch.

New Business

Lynda presented an overview of the meeting that herself, Chuck, Dr. Miller, and Dr. Gould had with Betsy Allen, Mary Wermer, and David Schuermer from Madisonville Technical Community College (KY). Madisonville is in their 3rd year of implementation of their QEP which has a topic very similar in scope to ours. We are also considering, Mr. Schuermer as a candidate for lead evaluator. Dr. Miller is handling this. Lynda and Chuck both agreed that overall, the meeting was a great learning experience and offered a blueprint for a successful QEP for PCC.

Chuck led a discussion about student learning outcomes. He shared the SLO's from Blue Ridge Community College in NC as an example. Brooke Cathey volunteered to develop a rough draft of our SLO's before the next meeting.

Lynda led a discussion on implementation of QEP strategies and how large and which classes should represent the Pilot Group of sections. After great feedback from the committee, Dr. Miller suggested that Lynda and Charmaine Smith work together on developing a pilot group.

Dr. Miller confirmed that we do not have to wait until the onsite team gives the QEP ok before implementing the plan. The committee agreed that a small test pilot should be in the summer semester of 2022 and full implementation with the entire pilot group to begin spring 2023.

Further discussion led by Happy Gingras on the faculty training was held. The committee is still in favor of a 3-part online instructor training through the Office of Teaching and Learning. This will include a brief mandatory training to be taken the first year by all new instructors and adjuncts, a more intense 2 phase modeled after Quality Matters, and a final training and peer review with local certification.

Adjournment

Meeting was adjourned at 11:14 am by Chuck Griffin. and Lynda Civils. The next committee meeting will be in 2 weeks.

Minutes submitted by: Chuck Griffin