

Agenda – Meeting 3

QEP Development Task Force

Vernon College

December 4, 2015 ▪ 10:00 AM ▪ VER RM 204, CCC RM 712

▪ **Call Meeting to Order**

Position	Member	Present	Not Present
Director of Quality Enhancement	Criquett Lehman, Chair		
Instructional Design & Technology Coordinator	Roxie Hill		
Division Chair: Information & Technology	Mark Holcomb		
Instructor – Education	Teresa Wallace		
Instructor – English	Thomas McNeely		
Instructor – English & Read/Write	Misti Brock		
Instructor – Government	Daniel Lowe		
Instructor – Mathematics	Brad Beauchamp		
Instructor – Speech	Donnie Kirk		
Director of Institutional Advancement	Michelle Alexander		
Director of Continuing Education	Christina Feldman		
Counselor	Jackie Polk		
Early College Start Coordinator	Melissa Moore		
New Beginnings Coordinator	Jane Robinson		
Library Services Associate	Debra Henrion		
Student Support Specialist	Sjohonton Fanner		
Tutoring Center Coordinator	Amber Hunsaker		
Student Representative(s)			

▪ **Approval of Minutes**

- Meeting 2: October 2 2015 (Exhibit A, Action Item)

▪ **General Business Reports**

- Director of Quality Enhancement (Chair)
 - Music Instructor Donald Bruns – withdrew from task force
 - College Effectiveness and Student Success by the Numbers Committee Updates
 - 10/16/15 (Exhibit B)
 - 11/12/15 (Exhibit C)
 - Board of Trustees Update
 - 11/18/15 (Exhibit D)

▪ **Planning**

- Homework #2
- Student population
- 5 year outline
- Fall 2016 pilot

▪ **Updates/Reminders**

- Spring Dates - TBD

▪ **Adjournment**