

Agenda – Meeting 4

QEP Development Task Force

Vernon College

March 4, 2016 ▪ 9:00 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 & 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)			

*Member of SSP Task Force

▪ **Approval of Minutes**

- Meeting 3: December 4, 2015 (Exhibit A, Action Item)

▪ **General Business Reports**

- Director of Quality Enhancement (Chair)
 - College Effectiveness and Student Success by the Numbers Committee Update 2/26/16 (Exhibit B)
- Division Chair: Communications (Joe Johnston)

▪ **Planning**

- CR 2.12 & CS 3.3.2 – Joe Johnston (primary writer), Misti Brock, Criquett Lehman
- Subgroups
 - Reading Strategies – Faculty, Students
 - Student Support - Student Success Pathway TF/Staff (Exhibit C & D)
 - Data – Joe Johnston, Criquett Lehman, Betsy Harkey, Ivy Harris

▪ **Updates/Reminders**

- Subgroups meet as needed prior to April 15
- April 15, 2016 at 10:00 AM – include QEP Oversight Committee?
- July 17-20, 2016 Institute on Quality Enhancement and Accreditation, Grapevine, TX

▪ **Adjournment**