

# Agenda – Meeting 1

## QEP Planning Committee

### Vernon College

September 26, 2014 ▪ 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		
Director of College Effectiveness	Betsy Harkey		
Dean of Instructional Services	Dr. Gary Don Harkey		
Associate Dean of Instructional Services	Shana Munson		
Division Chair: Behavioral & Social Sciences	Greg Fowler		
Division Chair: Math & Science	Karen Gragg		
Division Chair: Information & Technology	Mark Holcomb		
Division Chair: Communications	Joe Johnston		
Instructional Design & Technology Coordinator	Roxie Hill		
Faculty Senate President/History Instructor	Adrien Ivan		
Faculty Senate Vice President/Speech Instructor	Dr. Donnie Kirk		
Dean of Administrative Services or Designee	Stacy Lallmann		
Dean of Admissions and Financial Aid/Registrar or Designee	Joe Hite		
Dean of Student Services or Designee	John Hardin		
Student Focus Group (as needed)			N/A

▪ **Approval of Minutes**

- N/A

▪ **General Business Reports**

- Director of Quality Enhancement (Chair)

▪ **Planning**

- Committee Responsibilities (Exhibit A)
- SACSCOC Criteria
  - **CR 2.12:** The institution has developed an acceptable Quality Enhancement Plan (QEP) that includes an institutional process for identifying key issues emerging from institutional assessment and focuses on learning outcomes and/or the environment supporting student learning and accomplishing the mission of the institution.
  - **CS 3.3.2:** The institution has developed a Quality Enhancement Plan that (1) demonstrates institutional capability for the initiation, implementation, and completion of the QEP; (2) includes broad-based involvement of institutional constituencies in the development and proposed implementation of the QEP; and (3) identifies goals and a plan to assess their achievement.
- Considerations for an Effective and Meaningful QEP (Exhibit B)
- SACSCOC Quality Enhancement Plan Guidelines (Exhibit C)

▪ **Updates/Reminders**

- Fall Meeting Dates
  - Friday, October 24 @ 11:00 AM (VER 423/CCC 717)
  - Friday, November 14 @ 11:00 AM (VER 204/CCC 712)

▪ **Adjournment**