

Electronic Update – Meeting 45
QEP Implementation Committee
Vernon College

November 15, 2013

- **General Business Reports**
 - QEP Director
 - General Updates: NISOD presentation information was included in the November President's Update, Criquett Lehman will be attending the SACSCOC Annual Meeting December 6-10 with primary focus being the 5th Year Impact Report on the QEP.
 - Instructional Design & Technology Coordinator
 - General Updates: continuing to pilot the Reflector App, information will be gathered at the end of this semester, the Technology Committee will review and make a recommendation based on this information; more sessions are being added to the professional development calendar that pertain to instructional design and delivery for online and face-to-face courses; a Blackboard representative will be here in the Spring to outline new features now available.

- **QEP Evaluation Cycle**
 - VConnected Team Update 2013-14
 - Mid-year report templates will be emailed Monday, November 18th.
 - Those pilots who are still "Active" will need to submit a report as well.
 - Technology purchases should be completed prior to Christmas Break.
 - Assessment
 - QEP Annual Progress Report (Review)
 - Please review the report and submit feedback by **12 PM Tuesday, November 19th**.
 - New information is in red to save you time when reviewing.
 - 2 sections specifically need your input: Significant Changes & Reasons, Unanticipated Outcomes. If you think of anything that should be added to these sections let me know. If there are none, I will write a couple of sentences of explanation (it is ok to have none I just don't want to miss anything).
 - QEP Annual Progress Report (Action Item)
 - Please submit a vote of yes or no by **12 PM Tuesday, November 19th**. If there are significant changes based on feedback, I will email the report back out.
 - The final approved report will then be reviewed by the College Effectiveness Committee on Friday, November 22nd and a vote will be cast.
 - Once approved, the report will be presented to the Board of Trustees on December 18th.

- **Updates/Reminders**
 - Review the November Professional Development Calendar for dates/time of sessions offered next week. They include SoftChalk and Appy Hour – Office Friendly Apps.