

QUALITY ENHANCEMENT PLAN
MEETING I
February 22, 2006

The Quality Enhancement Plan Committee met on February 22, 2006 at 3:00 p.m. in ITV rooms 204 and 300. Members attending were Cindy Coufal, Chairman; Dennis Taylor; Karen Gragg; Marian Grona; Rita Lee; Joe Johnston; Daria Close; Annette Bever; Donnie Kirk.

Cindy reviewed the Quality Enhancement Plan that she had presented at Staff Development in January. There are three major committees for reaffirmation. The Leadership Committee is comprised of Dr. Thomas, Dr. Brenda Kays, Dr. Dawn Ferrell, and Dr. Gary Don Harkey. This committee will be in charge of governing the other two committees. The Compliance Committee will be in charge of writing the reports. Dawn Ferrell is chairman of this committee.

The goal of today's meeting was the planning part of the QEP, the third committee. This committee will solicit the entire college community for topic proposals. This is the major goal between now and March 31 (due date for topics). The QEP committee will choose the topics to be presented to the Leadership Committee. Three proposals will be presented. A discussion was held on whether or not committee members should be allowed to present topics since the committee members are to be honest agents with no hidden agendas. Everyone in the college community should be allowed to submit a topic proposal. Dennis made the motion that any member of the committee that wishes to submit a proposal may do so; that the member should excuse themselves during the discussion; and the member should then abstain from voting on their proposal. The motion was seconded by Daria Close and the motion passed.

So far only one proposal has been submitted. A discussion was held on how to get more people involved in writing proposals. Cindy stated that word-of-mouth was one good idea - talking about it with other colleagues. Cindy will start sending out more emails. Rita made the suggestion that the different departments could get together and make one plan for their department. If the committee does not come up with a viable topic, it will be chosen for the committee by the Leadership Committee.

After discussing when the proposals will be read, Dennis made the motion that when Cindy first receives them, she should submit them to the committee members to read and study. The motion was seconded by Karen and the motion passed.

Cindy will work on a form to use to evaluate the proposals. She will email this to the committee members. The next meeting will be held on March 8 at 3:00 p.m. in ITV Rooms 204 and 504, to go over the form.

Cindy encouraged everyone to continue to talk to their colleagues about the topic proposals.