GEORGIA PIEDMONT
TECHNICAL COLLEGE

QEP Committee Meeting
Friday, February 24, 2023 | 08:30 a.m.
Meeting Minutes

Members:
- ☒ Tameilla Cain
- ☒ Kristin Corkhill
- ☒ Andre David
- ☒ Tyreece Echols
- ☐ Arthur Evans
- ☒ Jean Jones
- ☒ Antwania Massey
- ☒ Robert Reno
- ☒ Kelly Pollard

Ex-Officio:
- ☒ Britnee Shandor
- ☒ Kaitlin Dudley
- ☒ Julie Gomez
- ☒ Shawn Adams
- ☐ Cheree Williams
- ☒ Candice Buckley

Guests:
- ☒ Ebenezar Achionye
- ☒ Theresa Snagg

I.   Call to Order
Mr. Pollard called the meeting to order at 8:33 a.m.

II.   January meeting
Mr. David, Mr. Reno seconded; all members unanimously approved

III.   Approval of February Agenda
Dr. Corkhill called for a motion to approve the February agenda. Ms. Echols seconded; All members present unanimously approved.

IV.   Ms. Gomez updates
   a. QEP Plan rewrites in response to SACSCOC October visit.
      i.   Internal feedback on draft need to include more deliverables
      ii.   Shift from outreach stage to action stage
      iii. Subcommittee for outreach
         1. How is the QEP quantifying the student experience after the outreach initiatives

   b. Champion updates
      i.   Position description
      ii.   Application draft available for review
      iii. Need to incorporate structured deliverables and the timeline for each position.
         1. Subcommittee to meet to determine deliverables
      iv.   Final step to submit to leadership for approval
      v.   Looking for implementation by summer for EARS, Fall for faculty members

V. **Ms. Shandor updates**
    a. QEP Plan rewrites
        i. Adjust implementation calendar and outline clear deliverable
        ii. Distinguish between activities and progress
        iii. What is the monthly scope of work
    b. Utilizing EAB/Navigate to monitor student progress, run reports
        i. Tracking F's and W's
        ii. Following program changes

VI. **Next meeting**
March 24, 2023 (Coincides with college-wide Institute Day)
~~April 28, 2023~~ Moved to April 14th due to conflicts on 28th for Academic Affairs.

VII. **Adjournment**
Mr. Pollard adjourned the meeting at 9:46 am.