



QEP Committee Meeting Minutes

Friday, January 20th, | 9:30 a.m.

A256 Clarkston

Members:

- Kristin Corkhill
- Tyreece Echols
- Arthur Evans
- Jean Jones
- Robert Reno
- Kelly Pollard
- Tamellia Cain
- Andre David
- Antwanias Massey

Ex-Officio:

- Britnee Shandor
- Kaitlin Dudley
- Shawn Adams
- Cheree Williams
- Candice Buckley
- Ramona Pollard

I. Call to order

Dr. Chioma Michaelson called the meeting to order at 9:35 AM. Dr. Jean Jones seconded the motion.

II. December Events/Meetings

Committee reviewed December events and meetings to include:
Mapping the Way Forward Part II, December 2nd
December 13th – QEP rewrite meeting held in Teams
SACSCOC Annual meeting – Georgia World Congress Center

III. January meeting agenda approved, motion made by Dr. Chioma Michaelson, all Supported. Bob Reno seconded the motion.

IV. GPTC Updates

Dr. Adams and Dr. Pollard not in attendance.

V. Subcommittee updates

Champions – update provided; draft position descriptions due at the end of the week to HR for review

Student Outreach – subcommittee update on spring term events and opportunities.

Plan rewrite – committee on task and will submit to IE for review on February 1st.

Online QEP/Advising Manual – collecting content

Campus events – January 27th Hot cocoa social

VI. IE Assessment Update – Britnee Shandor

Student Learning Outcome	Strategy	Research Questions	Assessment Measures	Schedule
Student will be able to choose a major at application that supports their interests, aptitudes, and skills.	Explore MyMajors implementation.	Did the students enroll in the major that was indicated as a match?	Students enrolled in major indicated.	After spring drop/add
	Support regular development of admissions, recruiting, and career services staff.	Did the students stay enrolled in the major that was indicated as a match?	Attrition by Program	End of Spring
Student will be able to create and follow a term-to-term academic plan.	Implement Degree Works Plans. (Technical setup and training; pilot if applicable).	Are students and advisors creating quality academic plans?	Academic Plan Rubric to be created by the QEP)	Every Fall and Spring; once once scaled up, decrease if appropriate.
		Are students following their academic plan?	Retention Rate Fall to Spring for all students	Annually each spring semester

<p>Student will be able to access timely support and resources to persist.</p>	<p>Develop Navigate advisor appointment, tracking, appointment summaries, and communications standards.</p> <p>Implement syncing activities between “academic” advisors (EaRs) and faculty advisors.</p>	<p>Do students receive timely responses within 24-48 hours?</p>	<p>Targeted Institutional Survey questions regarding advisor relationship and support services</p>	<p>Biennially beginning Fall 2022</p>
--------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------	----------------------------------------------------------------------------------------------------	---------------------------------------

Upcoming QEP Committee Meetings	Campus Events	QEP Events
February 24 th , 2023	February 8 th and 9 th Super Bowl Events	March 8 th Joint Board Meeting
March 24 th , 2023, Possibly Institute Day	March 22-23 March Madness	March 24 th Institute Day Program
April 28 th , 2023		