



QEP Committee Meeting
Friday, September 17, 2021, 10:00 a.m.
AGENDA

Membership:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Adrienne Caldwell | <input checked="" type="checkbox"/> Robert Reno |
| <input checked="" type="checkbox"/> Kristin Corkhill | <input checked="" type="checkbox"/> Kaitlin Dudley (ex-officio) |
| <input checked="" type="checkbox"/> Tyreece Echols | <input checked="" type="checkbox"/> Caroline Frick (ex-officio) |
| <input checked="" type="checkbox"/> Jean Jones | <input checked="" type="checkbox"/> Britnee Shandor (ex-officio) |
| <input type="checkbox"/> Kelly Pollard | |

I. Call to Order

Dr. Corkhill called the meeting to order at 10:04 a.m.

II. Approval of July Meeting Minutes

Dr. Corkhill called for a motion to approve the July meeting minutes. Dr. Jones seconded; All members present unanimously approved.

III. Approval of September Agenda

Dr. Corkhill called for a motion to approve the September agenda. Dr. Jones seconded; All members present unanimously approved.

IV. Needs survey results

- a. Frick: presenting results of survey; top overall response focused on internal communication
- b. Shandor: next steps, dig deeper into the topics and possible interventions
- c. Shandor: to inform faculty/staff of results of survey; provide list of interventions to get more detailed feedback to focus study. QEP committee to document any informal conversations or 1-1 feedback from individuals who are raising questions/offering feedback to the survey.
- d. Shandor: Start thinking next phase, putting together timeline, lit review, outlining plans, etc. QEP committee should think about being involved into the implementation committee as tasks change. To be discussed in October.

V. Next meeting

October 22, 2021 | 10:00 am

VI. Adjournment

Dr. Corkhill adjourned the meeting at 11:03 a.m.