

QEP Committee  
January 26, 2016

The QEP Committee met on Tuesday, January 26, 2016 at 11:00 a.m. in the Deans' Conference Room, DBRY 200.

Members present:

Dr. Joseph Biernacki	Ms. Cynthia Brown
Dr. Laura Cruz	Dr. Sharon Huo
Dr. Melissa Irvin	Dr. Ed Lisic
Dr. Ann Manginelli	Ms. Lindsey Martinez
Dr. Lori Maxwell	Ms. Bedelia Russell
Mr. Nicholas Russell	Dr. Sandra Smith
Dr. Thomas Timmerman	Dr. Lenly Weathers
Ms. Kimberly Winkle	

Members absent:

Dr. Rita Barnes	Dr. Michael Best
Dr. Tammy Boles	Dr. Theresa Ennis
Dr. Kevin Harris	Ms. Melissa Moffet
Dr. Stephen Robinson	Dr. Claire Stinson

**SUMMARY OF PROCEEDINGS**

1. Approval of Agenda as Submitted
2. Introductions
3. Summary of New QEP
4. Upcoming Meetings and Events
5. Other Such Matters

**PROCEEDINGS**

**1. Approval of Agenda Motion.**

Dr. Sandra Smith moved to approve the agenda as submitted. The motion was seconded by Dr. Melissa Irvin. The motion was approved.

**2. Introductions**

Dr. Lenly Weathers introduced Dr. Laura Cruz, Director of the Center for Teaching and Learning Excellence (CTLE) and Ms. Lindsey Martinez, Administrative Associate for the CTLE and Office of Creative Inquiry (OCI).

Members of the committee followed with their own introductions.

**3. Summary of New QEP**

Dr. Lenly Weathers handed out copies of the SACSCOC Quality Enhancement Plan Guidelines to each member.

Dr. Weathers presented a PowerPoint presentation, which outlined the key components of the drafted QEP report. (Click [here](#) to view the presentation)

The following discussions took place during the presentation:

**Regarding the Definition of the Selected Topic “Creative Inquiry”**

Dr. Ed Lisic asked whether or not the term “creative” in “Creative Inquiry” could be broadly defined as “more diverse”. Dr. Weathers confirmed that Dr. Lisic’s understanding was correct and agreed that a slide should be added to emphasize the point and tie it together for assessment portion of the QEP Review Framework. Mrs. Kim Winkle recommended that photos be added, as well, to make the point more effective.

**Regarding Funds for Co-Curricular Opportunities for Undergraduate Creative Inquiry**

Dr. Ed Lisic explained that the budget for CISE grants had previously been around \$150K per year. However, due to the shortfall of funds for the current academic year the URECA! budget has been adjusted to \$100K. Some of these funds have been allocated to TEAM grants this year. He stated that he was pleased with the total and thought it was an adequate amount.

Dr. Sandra Smith informed members of the committee that she would have the matter readdressed with the Faculty Senate.

**Regarding the Four Goals of the QEP**

Dr. Melissa Irvin and other members of the committee discussed whether or not the SLOs and program outcomes were mapped onto the 4 broad goals of the QEP. In addition, Dr. Ed Lisic mentioned the importance of identifying how each one is assessed and met.

Mrs. Bedelia Russell suggested a table be created and added, which would clearly represent each goal and how they are assessed and met. Dr. Sandra Smith agreed and stated that multiple goals could be listed in a single column for one assessment, if needed. Drs. Lisic and Weathers agreed and Dr. Weathers informed the group that the table would be created.

**Regarding the Three Tiers of the Curriculum Grant Program**

Members of the committee discussed that the student learning outcomes (SLOs) that would be associated with each of the top two tiers need to be identified. This will be the topic of the next meeting on Feb. 16.

**4. Upcoming Meetings and Events**

Dr. Lenly Weathers informed members of the upcoming meetings and events, as followed:

- a. Feb. 16: QEP Curriculum Grant Program Guidelines
- b. Feb. 20 (Saturday), 9-3 p.m.: CI Teaching and Learning Workshop, Dr. Marjorie Nadler and Beverly Taylor, Miami U
- c. Mar. 22: SACSCOC On-Site Visit Details
- d. Apr. 8: QEP Curriculum Grant Applications due
- e. Apr. 19: QEP Curriculum Grant Committee Meeting RE: Grant Applications

**5. Other Such Matters**

Dr. Weathers thanked members of the committee for attending and for their hard work.

Dr. Weathers presented the layout and graphics of the in-progress EDGE report created by Mr. Dewayne Wright in the TTU Office of Communications and Marketing.

Dr. Weathers suggested that both Dr. Melissa Irvin and Dr. Ed Lisic join the Assessment Committee for the QEP.

Dr. Huo and Dr. Weathers discussed the importance of scheduling meetings for the various QEP committees and those that should take place during the SACSCOC On-Site review.

Per Ms. Cynthia Brown's suggestion, Dr. Weathers requested that the present Faculty Fellows write faculty members in their departments, requesting that they identify and select several undergraduate students to participate during the on-site visit. The Fellows were also requested to submit the selected students to Dr. Weathers within two weeks' time.

Dr. Huo followed by stating that student involvement is a key component to the success of the program. Additionally, members of the committee discussed the importance of selecting a large number of students for involvement and that making contact with them as early as possible would be advisable.

Dr. Weathers informed members of the committee of the next QEP Committee meeting scheduled for Tuesday, February 16, 2016.

The meeting adjourned at 12:10 p.m.