

Minutes of Meeting
Topic: QEP
November 30, 2004

Present: Dr. Noreen Carrocci, Theresa McGonagle Crider, Dr. Stephanie Girard, Dr. Lisa Hager, Dr. Michael Johnson, Dan Mitsven, Josetta Mulloy, Dr. Chris Pierce, Dr. Lois Silvernail

1. Michael Johnson distributed materials about the SACS website.
2. Noreen Carrocci showed the new ETS Assessment for ICT.
3. The committee discussed the four themes generated from the November 16th meeting. The committee decided to combine themes 1 (ICT) and 4 (Cross-curricular). These themes will be sent to the faculty in December for a closer look and to gather input on these ideas.
4. The committee decided on the following timeline:
 - a. December-send the three themes to the faculty by email and ask for input by January 7th 2005 (remind faculty on opening day about deadline).
 - b. January 13, 2005 at 2:30-QEP committee meeting to talk about faculty response to themes.
 - c. January 19, 6:00 p.m.-Summit with students.
 - d. January 26, 4:00 p.m.-Meeting with faculty on QEP.
5. The committee worked to write the QEP selection criteria document (find on SACS Reaffirmation Page).
6. The next QEP committee meeting will be January 13, 2005 at 2:30 in Burke 201.