QEP Steering Committee Meeting Minutes – March 15, 2017

Members present: Sarah Roberts, Shelley Gross-Gray, Danielle Swartz-Koufman, Carol Martin-Osorio, Ted Washington, Paul Hayslip, Julie Williams, Harlan Pease, Marla Perry, Jessica Rabb, Clinton Stephens, Flora Setayesh, Jennifer Paulk, Bryan Thomas

Members absent: Scott McRoberts

Meeting began at 12:30

* Revised timeline was presented to show the outline for the timing of the remainder of the project; immediate focus is a budget draft presented) and determining student learning outcomes for the QEP
* Julie Williams reviewed information gained from data from the first term of NSCC 1010 and discussed how the course has evolved over time
* A discussion took place on a coin phrase for the QEP – the idea of “Ready…. Set…. SUCCEED!” was pitched, as was, “Ready…. Set…. Engage!”
* A discussion of the need to begin marketing campaign immediately took place. Concerns that there was confusion as to the topic (that some thought the topic was NSCC 1010) were voiced. All agreed that time was of the essence and that information need to get out quickly and often. Student members of the committee were asked to think about how best to get the information to the student body.
* A discussion took place about the meaning of “Improving student success through the first-year experience”. The committee agreed that the first-year experience involves more than the NSCC 1010 course. Discussions from the completion academy, adult attainment symposium, the advising academy, and in-services resulted in the following list that was presented to the committee:
	+ New Student Orientation
	+ NSCC 1010: First Year Experience course
	+ Academic Planning/ Advising
	+ Career Planning/ Advising
	+ Reflection on Education at benchmark stages – ePortfolio
* Student learning outcomes were discuss as well as the difference between direct and indirect measures of the same. The committee will continue the discussion at the next meeting.
* Meetings will take place every Friday, beginning on the 24th of March at 12:30 in S-105.

Meeting ended at 1:30

Minutes prepared by Sarah Roberts