Minutes of QEP Research and Design Committee – Meeting #1
Friday, October 17, 2008 @1:30 p.m.

Members Present:
Vernon Kramer - Natural Sciences:   Pat Frederick – Computer Science
Don Craig- Business Administration:   Christen Vega- Dental & Imaging Tech
Gary Merchant – Counseling;            Eric Houser - Math
Dr. Walter; Communications, Languages, and Reading
Mike Anzaldua, Acting Dean of Arts & Sciences

The meeting began with a brief self-introduction by each member. Dr. Walter, (Chairperson), went over a handout outlining the scope and duties of the Research & Design Committee. The QEP is due by 2010. The deadline for this committee is the summer of 2009. The Chairperson stressed the importance of this being a “college-wide” effort. The first job of the committee is to narrow the focus of the QEP topic, which is “Focus on Math”.

A discussion was held on the topic of “Why Math?” Also discussed were data from surrounding ISD’s concerning progress (or lack of) on meeting federal standards, and the results of a meeting with the math department on barriers to student success.

Members were provided with a sample QEP from Abraham Baldwin Agricultural College. Dr. Walter also provided copies of a Math across the Curriculum Survey. Members were asked to study the handout and suggest changes/additional questions. These are to be sent to Dr. Walter NLT October 24. Dr. Walter will compile all suggestions NLT October 30.

The following committee assignments were made:
- Data Collection: Vernon Kramer
- Best Practices: Pat Frederick
- Student Focus: Gary Merchant
- Marketing & Funding: Christen Vega
- Budget: Dr. Walter
- Assessment: Eric Houser
- Committee Secretary: Don Craig

The next meeting will be Friday, November 7, 2008 at 12:30. The location will be the same. The meeting ended at 2:50 p.m.

Submitted by, Don Craig