SACS QEP Team and Executive Team Meeting  
February 22, 2008  
9:00 a.m.

The SACS QEP Team and the SACS Executive Team met on February 22, 2008, at 9:00 a.m. in the President’s Conference Room of the Heldenfels Administration Building. Members present included: Marjorie Villani, Marivel Gonzales-Hernandez, Vickie Natale, Dr. Ann Lopez, Dr. Lee Sloan, Dr. James Pierce, Jose Rivera, George Dunson, Joe Alaniz, Pete Flores, and Tamatha Jackson. Absent: Ed Cohn, Lenora Keas, and Dr. David Arreguin.

VPI Marjorie Villani distributed the agenda and gave a recap of the last meeting. The QEP timeline was reviewed, and the committee was assured that the process is ahead of schedule.

Ms. Villani gave an update on the Focus Group process. The student Focus Groups appear to favor the Math across the curriculum topic, while the community members favored the electronic portfolio topic and the employee groups were evenly split between the three topics. Dr. Sloan reminded the committee that the focus group process was designed to receive more input, not make the final determination for the selected topic.

The committee had a lengthy discussion on the proposed QEP topics, debating the merits of the topics and whether they meet the SACS standards for a good project. The committee reached a consensus that the e-portfolio topic does not meet the criteria. After further discussion, “Improving Math Achievement” emerged as the stronger topic, with the possibility that supplemental instruction could be a part of the solution developed for improving math achievement.

The committee proceeded to develop a plan of action, including: 1) start the search for a director for the QEP; 2) distribute an announcement with a brief description of the topic to the campus community; and 3) select a QEP implementation team to be led by the QEP director. Ms. Gonzales-Hernandez will forward a draft of a short job description for the director, and Ms. Villani will forward to the committee a brief description that will be used for the announcement. Committee members are asked to send edits and suggestions on the announcement back to her.

Future committee meetings will be scheduled once per month on Friday mornings. The next meeting was scheduled for March 28, at 9:00 a.m.

The meeting adjourned at 11:30 a.m.