Minutes of the QEP Research and Design Committee – Meeting #5
Friday, March 27, 2009 @ 1:00 p.m.

Members present: Pat Frederick, Don Craig, Christin Vega, Dr. Patricia Walter. Dr. Youssef Betshahbaz, Vernon Kramer, Steven Smith, Tom Finnegan

Guests present: Susan Collier, Barbara Finnegan, Doug Harley, Richard Rupp, Antonio David, Paul Johnson, and Eric Moller

The meeting was called to order at 1:02 by Dr. Walter. The minutes of the Feb. 20 meeting were approved with the correction of adding Youssef’s name as being present at the last meeting. The Committee welcomed two new members; Tom Finnegan and Steven Smith.

Dr. Walter & Pat Frederick reported that 42 of the 68 surveys concerning math in the different college programs had been received. A discussion was held as to what percentage return rate would be acceptable. It was decided that since the survey went to the different programs of the college, Dr. Walter should try again to get more surveys returned.

Dr. Walter went over some of the details of the QEP handbook. There was a question concerning whether the QEP topic should be broad or more narrowly focused. There was also a discussion concerning REM levels and that those might need to be looked at in the future. Dr. Walter also went over some other college’s QEP’s that focused on “Developmental Math”

The committee then held a discussion relating to achieving student success in Math. The following possible factors were mentioned or discussed:

- Advising of students
- Proper testing and placement of students
- Tutoring
- Financial Aid availability
- Professional development of the faculty & staff
- Computers & Technical support
- Possible requiring of Freshman seminar

Committee members were asked to submit possible objectives for the QEP via email to Dr. Walter. In writing your suggestions, be sure that they are measurable & that data used to evaluate them is currently available or could be made available.

The committee then went over the list of questions that are to be asked of the students in the focus groups that will be held on April 10. The meeting ended at 2:50. The next meeting will be Friday, April 17 at 1 p.m.

Submitted by,
Don Craig, Committee Secretary