

**Quality Enhancement Plan (QEP) Committee
Meeting Notes
June 15, 2011**

<i>Chair</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>
Kathy Clark , Co-Chair, Professor of Economics (Collier)	X		
Dr. Thomas Rath , Co-Chair, Academic Dean (Charlotte)	X		
<i>Members</i>			
Donald Bentley, Guidance Counselor, Edison Collegiate High School (Lee)			
Cindy Campbell, Reference Librarian (Lee)	X		
Mike Chiacchiero, Professor of Mathematics (Collier)			
Kevin Coughlin, Dean, Research, Effectiveness and Planning (District)	X		
Dr. Eileen DeLuca, Associate Dean, College Prep (District)	X		
Dr. Christy Gilfert, Associate Dean, Enrollment Management & Student Affairs (Charlotte)	X		
Dr. Rebecca Gubitti, Professor of Mathematics (College Prep)			
Ivana Ilic, Professor of Mathematics (Lee)			
Dr. Theo Koupelis, Associate Dean, Math and Science (Lee)			
Carla Lazo, Student Government President (Lee)			
Dr. George Manacheril, Professor of Physics (Charlotte)	X		
Pam Mangene, Professor of English (Lee)	X		
Frederick Morgan, Coordinator, HOPE Scholars Program (Lee)	X		
Patricia Newell, Dean, Student Services	X		
Brooke Roughgarden, Coordinator of Student Services (H/G)			
Jeannie Schmidt, SGA Executive Vice President (Lee)			
Ed Smith, Professor of Computer Science (Charlotte)			
Kevin Shriner, Associate Dean, Academic Support Services (District)	X		
Amy Teproviich, Director, Student Life (District)			
Amy Trogan, Professor of English (Lee)			
Sandra Seifert, Professor of Mathematics (Lee)			
Scott Van Selow, Professor of Computer Science (Lee)	X		
Judith VanGalen, Faculty Coordinator, Professional Development	X		
Myra Walters, Professor of Speech (Lee)			
William Wilcox, Professor of Biology (Charlotte)			
<i>Administrative Staff</i>			
Dr. Steve Atkins, VP, Academic and Student Affairs			
Dr. Robert Beeson, Lee Campus VP and Dean, Arts and Sciences	X		
Maureen McClintock, Project Manager	X		

I. Updates:

Stuart Hunter workshop – Tom and Kathy

Kathy thanked Judy for the summary report of the valuations for the Understanding the First Year Student workshop presented by Stuart Hunter. The evaluations were very positive and supportive. Pam will send to all in attendance the PowerPoint presentation used for the workshop. Concerning the generational segment, the Committee wishes to go on record that its purpose is to all validate students. Judy will send a follow-up email to those in attendance asking for volunteers to work on course content.

State CE course number – Kevin

SLS 1515 Edison State College Cornerstone Experience is the course number which has been submitted to the State for approval. We expect a decision within a month or so.

CE Trademark – Maureen and Kevin

Mark Lupe has advised that applying for a Trademark or Servicemark may be more costly than originally anticipated. He is most willing to work with the QEP Committee to explore the options, and plans to attend the Marketing committee meeting tomorrow.

Convocation – Pam

Dr. Gardner will be our featured speaker for convocation. He will highlight the Foundation of Excellence self-study informed the QEP. College employees will be asked to contribute a personal photo to include in a PowerPoint presentation featuring all of us as first-year college students.

Marketing committee- Maureen

Maureen reported that the Marketing Committee is recommending a tag line for Cornerstone Experience, "Building the Foundation for Success." The QEP Committee approved the tag line. (Coughlin/McClintock) Sample graphics were reviewed and the Committee expressed concern that the look was "busy" due to multiple fonts, and that Cornerstone Experience needed to be more prominent as it appeared to be to the tag line, instead of the reverse.

Linked Courses – Pam

Pam and Tom started working on a matrix for linked courses. It is a complicated process. The draft list will be shared with the Committee and department chairs when available.

II. Assessments for CE learning outcomes – sub-committee chairs

The Committee acknowledged the prior work of the subcommittees on assessments. Work will continue once course content is finalized.

III. Content sub-committee (volunteers)

Kathy noted that several people have volunteered to work on content, and that we will formally assessable a group based on response to July's email invitation.

IV. Syllabus sub-committee (volunteers)

The syllabus can be completed readily once the course content and assessments are complete.

V. Other