



ALAMO
COLLEGES

ST. PHILIP'S COLLEGE

SACS REAFFIRMATION 2016 Agenda/Minutes

QUALITY ENHANCEMENT PLAN
CORE TEAM AGENDA/MINUTES
DATE: 4/21/2015



Southern Association of Colleges and Schools
Commission on Colleges

TEAM 11

Case for Reqs/Std:
_ CR2.12 QEP
_ CS3.3.2 QEP outcomes*
_ QEP DOCUMENT

Q.Y. 5/12-15

ITEM	TIME	AGENDA ITEM	PRINCIPLE	ACTIONS	NOTES	ESCALATION ISSUE Y/N
	2:00			Review approve 4-7-15 Core Team Minutes	Meeting minutes from 4/14/15 approved without change.	
	2:05	1		Discuss status of draft	Some revisions are still pending for the QEP draft. We are awaiting consultant recommendations, formatting revisions and budget adjustments. The final draft will be available for review. When the final draft becomes available Laura Miele will distribute via e-mail for core team/steering committee review.	
	2:15	2		Discuss QEP lead roles	Three QEP co-directors have been identified as collaborates for QEP implementation, Dean Paul Machen, Laura Miele and Irene Young. This dynamic will help reinforce our commitment to broad-based involvement for the QEP.	
	2:45	3		Develop and approve QEP external constituent/alumni survey	The QEP External Constituent/Alumni Survey was reviewed. Suggestions were made that would help to improve the format of the survey. Minor editing is required. Dr. Davis has agreed to assist with editing.	
	3:00	4		Tasks to prepare for May 1 st Faculty/Staff QEP Retreat	Laura Miele reviewed the QEP retreat agenda. The retreat is scheduled for 5/1/15 from 12:30-3pm in the Heritage Room. The retreat will be videotaped and used as a QEP professional development resource for faculty and staff. QEP ice-breaker questions were developed for the retreat. These questions will be used to spark discussion and to briefly gauge faculty and staff's basic knowledge of the Ethical Decision-Making	

					staff and attendees will be able to register for the retreat in Alamo Learn.	
	3:15	5		PR needs for QEP	PR to display Ethical Decision-Making tips of the week and develop an EDM activity to be included in the new student orientation	
	3:45	6		Next steps	The implementation team will meet next week, 4/28 from 2-4pm. Andrew Hill and Matthew Fuller from the Social & Behavioral Sciences Dept. will give the implementation team a preview of: An Overview of Teaching Ethical Decision-Making. Their presentation will be the highlight/emphasis of the QEP retreat. Dr. Davis will also demonstrate the ice-breaker activity. Laura Miele will provide relevant updates via e-mail.	



*Laura Miele, QEP Co-Chair
approval 4-25-15*

*Gene Young, 5-12-15
QEP Recorder*