

QEP Advisory Committee/Division Facilitators Meeting Minutes

Date: 01/12/07

Members Present: Dr. M. Peters, J. Ragan, D. Throckmorton, S. May, B. Wilkerson, S. Collins, J. McCurry, Dr. L. Hebert, C. Barker, A. Bass, T. Newman

Members Absent: A. Wilcox, S. Hunt, E. Miller, K. Hall, K. New, J. Thornton, M. Duncan

Also Present: Dr. P. McKenzie

- 1. Previous minutes were corrected and approved.**
- 2. Consultation with Dr. McKenzie regarding proposed implementation plan— Members of the committee asked questions regarding QEP budget including the reduction of course load for DFs and the funding of the professional development options for the DF/FLC. Dr. McKenzie explained that the budget is dependent on money from the state, which is directly tied to enrollment numbers. The committee will need to draft and submit a budget proposal and request to the administration outlining the possibilities for professional development. Administration will check the operational budget and reply based on what the budget will support.**
- 3. Dr. Peters discussed the Spring 2007 semester plan for initiating the implementation process for the QEP. The CCSSE will be administered this semester. The administration of the test will be coordinated through Mr. Bill Berry's office.**
- 4. Dr. Peters is collecting the names of the alternate DFs who will serve as part of FLC2 from the division directors.**
- 5. Dr. Peters announced that the QEP Resource Library will probably be maintained in the professional development section on the second floor of the AC Library. She has added a section on the website that includes a QEP calendar and minutes for the committee meetings. She requested that the committee inform her as to any other information necessary for the website for future updates.**
- 6. Dr. Peters and the committee scheduled a working meeting for the budget proposal for Jan. 26 at 1:30 p.m. in A205.**

Meeting adjourned.

L. Hebert (for A. Wilcox, Recorder)

