

Monthly Meetings

Faculty _____ Instructional Council _____ Division Chairs _____

Standing Committee X Insti. Effec. _____ Division Meeting _____

Proposal Writing _____ Freshman Composition Cluster _____

Date: Monday, December 9th, 2020 at 1:30 pm. on Zoom.

Convener: Dean Anthonia Adadevoh, Convener

Members Attended: Kerry Brackett, Mohit Anand, Shelja Anand, Tenir Gumbs, Misty McFadden, Jacqueline Miller, Melvin Chappell, Carle Underwood, Ina-Mae Sher, Xanthia Crook, Patience Daniels, Miquelle Jones

Main Issues of Business

Miquelle Jones provided the meditation for the meeting.

Melvin Chappell III motioned for the November 2020 meeting minutes for adoption. Misty McFadden second the motion. The committee approved the November 2020 meeting minutes.

Dean Anthonia Adadevoh provided insight on the SACSCOC Conference that the leadership team attended that started December 2nd. Many important topics including QEP were discussed. The leadership team will send handouts of relevant information in the near future. The QEP topic must be an ongoing process. Dean Adadevoh suggested having a member from the IT department to become a part of the QEP committee.

Mohit Anand initiated discussion about the data sets needed for QEP. Misty McFadden had provided the data sets for QEP so that the committee can move forward with possible topics. The data sets were the grade distribution of the past 6 semesters (Fall 2017 to Spring 2020). There were three courses that were highlighted for having the highest failure rate in the General Education curriculum (SPE111-Fundamentals of Speech, EN101-English Composition I, and EN102-English Composition II). From the Fundamental Studies department, EN100-English Fundamentals had the highest failure rate.

Mohit Anand continued with the discussion of possible QEP topics. The topic must be identified, not chosen. It starts with identifying measures of student learning and success. Last year's QEP topic was Enhancing Reading Through Metacognition. The goals were to improve reading comprehension, increase the ability to think/analyze critically, and improve the knowledge of learning/study strategies.

Dean Adadevoh stated that each decision being made is because of the data collected. In terms of the high failure rates from EN101 and EN 102, how are the students' writing skills in the other courses? The high number of FAs stands out, which means an opportunity to investigate the attendance policy.

Misty Mcfadden asked if the faculty are consistent with how they determine a FA when it comes to establishing a certain number of student absences allowed? From the data collected, the retention rates drop between sophomore and junior years.

Dean Adadevoh reiterated that we should identify the QEP topic with the data collected with the intention to continue to improve the campus.

Dean Adadevoh, Mohit Anand, and Patience Daniels opened the floor for the committee to vote on possible QEP topics. In the first round of voting, the top 3 possible topics chosen were Retention, Embracing Technology, and Written Communication. Retention is a broad topic, so some aspects would be part of the Strategic Plan. In the final round of voting, Retention was selected as the top choice as the QEP topic.

Dean Adadevoh continued about the QEP sessions that occurred at the SACSCOC conference. She stated we must find a way in asking students about their intent to graduate from Miles College. The College is currently working on standardizing course shells on Blackboard. This strategy was created after hearing thoughts from a focus group of students who wanted uniformity when navigating Blackboard. Tenir Gumbs was in charge of the focus group.

Tenir Gumbs asked if there was any data collected in the past about why students withdrew from Miles College.

Dean Adadevoh wanted to investigate the steps of withdrawing from the College.

Next meeting will be in January 2021. Everything discussed in today's meeting will be summarized at the upcoming Faculty-Staff Conference.

Dean Adadevoh adjourned the meeting.