

QEP Committee Meeting Minutes

Meeting: September 28, 2021 at 11:05 am

Members Present:

Dr. Mohit Anand	Patience Daniels
Yoruba Butler	Dr. Anthonia Adadevoh
Dr. Dimple Martin	Miquelle Jones
Misty McFadden	Xanthia Crook
Jacqueline Gray-Miller	Melvin Chappell
Shelja Anand	

- Minutes were read and there were two amendments:
 - Correction of name – Yoruba Marshall to Yoruba Butler
 - Previous QEP Topic – Enhancing Reading Through Metacognition (D.E.A.R).
- Introduction of Dr. Dimple Martin as QEP Director.
- Poll to Vote for QEP Topic
 - “Student Retention: Stepping Stones to Success” – 89%
 - Stepping Stones to Success – 11%
 - Bridging the Gap – 11%
 - Foundation to Focus – 0%
- Dr. Anand discussed the “Next Steps”
 - Measurable Outcomes
 - Written Communication Skills
 - Oral Communication Skills
 - Advising
 - Student satisfaction survey for advising
 - Persistence rates and GPA
- Create groups for formal and informal assessments/literature review
- Reviewed the table of contents
- Question/Answers and Discussion
 - Dr. Martin – Advising
 - Can it be virtual/electronic or in person?
 - There can be private and group discussions, 3 times a month.
 - Yoruba Butler – Advising
 - Are we looking at the first two years? Yes, the first four semesters.
 - Dr. Adadevoh is asking for 1 or 2 more advisors per the budget, to focus on this QEP topic.
 - Create an advisor evaluation check list to make sure the advisors are doing what they are supposed to.
 - Dr. Martin – Can the library assist with writing?
 - Look at the books, research, services in the library, and computer programs.
 - Dr. Adadevoh – we will have specialized writing labs.
 - Carle Underwood – Student activities
 - Students often say there is nothing to do on campus
 - Dr. Martin – Speaking Club

- Can it be connected to oral communication?
- Yoruba Butler – one common book the students can read – and write a paper or speech – is *The First One Hundred Years*.
- Xanthia Crook – *One College, One Book*
- Miquelle Jones – Dramatic Reading in the library
 - Living Learning Communities
 - Internships in the first and second year
- Dr. Adadevoh adjourned meeting at 11:48 am.