

## Monthly Meetings

Faculty \_\_\_\_\_ QEP \_\_\_\_\_ Division Chairs \_\_\_\_\_

Standing Committee \_\_\_\_ QEP \_\_\_\_ Insti. Effec. \_\_\_\_ Division Meeting \_\_\_\_\_

Proposal Writing \_\_\_\_\_ Freshman Composition Cluster \_\_\_\_\_

**Date:** Monday, November 16th, 2020 at 11:00 a.m. on Zoom.

**Convener:** Dean Anthonia Adadevoh, Convener

**Members Attended:** Kerry Brackett, Mohit Anand, Shelja Anand, Misty McFadden, Yoruba Marshall, Melvin Chappell, Carle Underwood, Ina-Mae Sher, Xanthia Crook, Patience Daniels, Jeanette Bender, Joyce Duganwood, Jarralynne Agee, Shauntan Brooks, Marcedia Bolden, Miquelle Jones

### Main Issues of Business

Melvin Chappell provided the meditation for the meeting.

Yoruba Marshall motioned for the October 2020 meeting minutes for adoption. Jeanette Bender second the motion. The committee approved the October 2020 meeting minutes.

Dean Anthonia Adadevoh stated how important the topic must be decided so it can be recorded for the SASCO report.

Mohit Anand initiated discussion for the QEP topic. There were 10 topics that were considered, then it was broken down to 3, which were decided by the campus community last year. To choose a topic, it must be relative to the ongoing processes at Miles College, must have collected data and able to assess progress. We should ‘identify’ the topic, and not ‘choose’ the topic.

The first topic that was suggested was retention. Assign a mentor to each student, a “go-to” person through graduation. Students already have advisors to assist them.

Yoruba Marshall reiterated the phrase “No Bear Left Behind.” She suggested having one key person to have consistent contact with that student.

Jeanette Bender agreed and suggested a workshop for upperclassmen/faculty/staff to understand how to mentor the incoming freshmen.

Yoruba Marshall stated that students have the most contact with other students, so she suggested levels of mentorship. Fellow students will be the first tier, and faculty/staff will be second tier.

Melvin Chappell stated that his son had the same experience at Morehouse College as a freshman. His mentor was an upperclassman.

Provost Jarralynne Agee asked if alumni could serve as mentors. Alabama State University utilized alumni to mentor the freshmen. She also suggested Brooke Jones to serve the QEP Committee.

Dean Adadevoh spoke about a focus group of freshmen created by Tenir Gumbs that helped with formulating course shells being created in Blackboard.

Misty Mcfadden stated to the committee that they must research how to measure student success of having a mentor with each student.

The suggested topic of advising coincides with that of the mentorship discussion.

Kerry Brackett suggested a topic about career planning and have students build professional profiles in LinkedIn for internships, networking, job placement, etc.

Melvin Chappell provided insight on the Embracing Technology topic. This will help students build skills to have technological literacy. SACSCOC requires the College to have technology in their curriculum; cannot afford to have students afraid of technology. It is vital to accept technology.

Patience Daniels stated when she attended the University of Alabama, she completed an internship as a graduation requirement. That’s how she attained her first job, working in the

District Attorney's office for 6 years. She currently teaches how to write a cover letter and resume and hold mock interviews in her Criminal Justice courses.

Dean Adadevoh stated that there will be a focus group for the QEP topic. The topic must be campus wide. It must also be measured.

Ina-Mae Sher stated that internships provide networking opportunities. Within the Division of Education, the field observation hours that are required align with the suggested topic of mentoring. Student teaching fits because cooperating teachers serve as mentors.

Misty McFadden stated that when the topic is chosen, we must have the data for all the topics we are selecting.

Provost Jarralynne Agee stated that Handshake is a great option to show metrics of job/internship placement. She also suggested that an internship doesn't have to be a requirement, it can be an elective.

Dean Miquelle Jones stated that ePortfolio will be ideal to encompass all concerns and capture data as well. It can be adopted across different disciplines as well.

Dean Adadevoh asked if there were any free apps that were available for students to use. They may not be aware of the technology that is available.

Ina-Mae Sher stated that an ePortfolio is required in student teaching and there is a rubric attached for the portfolios as well.

Miquelle Jones reiterated that the ePortfolio can be used across all disciplines for job placement, internships, and graduate schools.

Mohit Anand stated that the College has yearly data of oral and written communication skills.

Yoruba Marshall stated that at a past conference, she was told that students who go in the workforce often don't present themselves well through written communications. There should be more courses offered about public speaking.

Patience Daniels believes that students should be aware of code switching and knowing how to do so in an academic and professional setting.

Ina-Mae Sher stated that having students stand up and make presentations in class will help with public speaking.

Dean Adadevoh stated that Writing Across Miles was a past initiative created to record data of written communication skills.

Mohit Anand stated that the committee must identify few possible QEP topics, which can help in improving student success and/or student learning outcomes.

Yoruba Marshall stated that DEAR (Drop Everything and Read) at Miles was another program created through QEP.

Provost Jarralynne Agee stated that President Bobbie Knight is interested in having books written by Black writers available in the Campus Bookstore.

Dean Adadevoh state there was an initiative a few years ago to encourage students to look at the African American perspective.

Dean Adadevoh announced that co-chairs Mohit Anand and Patience Daniels will send information for the next meeting.

Misty McFadden announced that SPOL training will be coming soon.

Kerry Brackett announced the Lift Every Voice Poetry Event will be November 23rd @ 3pm on Zoom.

Dean Adadevoh adjourned the meeting.