

Monthly Meetings

Faculty _____ QEP _____ Division Chairs _____

Standing Committee X **QEP.** _____ Division Meeting _____

Proposal Writing _____ Freshman Composition Cluster _____

Date: **Tuesday, October 23rd, 2020** at 11:00 a.m. on Zoom.

Convener: Dean Anthonia Adadevoh, Convener

Members Attended: Tenir Gumbs, Kerry Brackett, Mohit Anand, Shelja Anand, Misty McFadden, Yoruba Marshall, Jacqueline Gray Miller, Melvin Chappell, Carle Underwood, Ina-Mae Sher, Xanthia Crook, Patience Daniels, Jeanette Bender, Joyce Dugan wood, Courtney Sankey, Jarralynne Agee, Shauntan Brooks, Marcedia Bolden

Main Issues of Business

Dean Anthonia Adadevoh provided the meditation for the meeting.

Dean Anthonia Adadevoh provided a brief explanation of the purpose for the Quality Enhancement Plan (QEP) Committee. Its purpose is to work efficiently to affect the institutional growth and continuous enhancement of Miles College. Each member was selected to serve this committee. The committee shall work to develop the Quality Enhancement Plan as it is a SACSCOC mandated initiative.

Kerry Brackett was selected to record the minutes for the meeting.

Tenir Gumbs was selected to address questions posted in the chat section of the Zoom meeting.

Ms. Misty McFadden provided a general overview of the Quality Enhancement Plan and the requirements mandated by SACSCOC. She is responsible for looking over external reports, data collection, and mandatory initiatives. Her presentation stated the history of Miles College's accreditation from SACSCOC and why it is important to have the Quality Enhancement Plan.

The College recently passed the 5th year report and is currently working on the reaccreditation package. McFadden provided a timeline with deadlines of where the College needs to go before the final review by SACSCOC. QEP is under Section 7: Institutional Planning/Effectiveness, as well as Section 8: Student Achievement.

The QEP topic must be identified through planning and process, able to record data of student learning outcomes/student success, and assess achievement.

Mohit Anand and Patience Daniels were selected as the co-chairs of the QEP committee and presented suggestions for a possible QEP topic.

Mohit Anand reiterated that the QEP topic must satisfy the requirements by SACSCOC. It should focus on improving student outcomes and student success. Job placement leads to improvement in enrollment, retention, and graduation. Possible suggestions for topics include: career services, professional development, written communication skills, and oral communication skills.

Patience Daniels agreed that the QEP topic is important and provided suggestions for topics as well. One was to focus on digital literacy, especially with the College's response to the pandemic. Resources such as email, Blackboard, coding, and the upcoming Apple Center would be great for the campus. Another suggested topic was 'Learning in Action', which would be effective in all academic programs. Her last suggestion was that of team-based learning, where all programs can work together for one common goal.

Provost Jarralynne Agee wants to ensure that whatever is decided that it falls under the protocol of SACSCOC and it also has a plan in place.

Yoruba Marshall likes the focus on written and oral communication skills. She asked how can the campus record data and assess the oral communication skills of the students? Dean Adadevoh stated that in years past, the Writing at Miles program was established to record writing skills.

Carle Underwood provided a suggested topic: MILES SQUARED: Digital Literacy & Communication, Career Services, and Professional Learning in Action.

Misty McFadden provided insight in how the current Sophomore class can help determine the success of whatever program is decided.

Mohit Anand stated that once documents are shared, everyone on the committee can start thinking about the topic and submit ideas.

Dean Adadevoh stated the committee will meet once a month and that the next meeting will have a survey.

Dean Adadevoh adjourned the meeting.