



## QEP Development Committee – Minutes

STEAM Center 2003 | January 21, 2020 | 1:00pm

[www.valdosta.edu/administration/sacs/qep/](http://www.valdosta.edu/administration/sacs/qep/) | qep [at] valdosta.edu

---

**Present:** Michael Schmidt (chair), Lois Bellflowers (and Minnie), Russ Hoff, Michael Black (& proxy for Lavonna Lovern), Shá Wilfred, Vince Miller, Rob Freidhoff, Carla Jordan, Zulal Denaux, Jamie Landau, Carla Gervin, Victoria Russell

**Absent:** Jan Drake, Barbie Radcliffe, Lee Grimes, Lavonna Lovern, Emily Rogers, Mike Savoie, Sheila Hall

Called to order at 1:03pm.

### New Business:

Approval of Minutes from December 12, 2019 – Motion: Zulal Denaux, Second: Shá Wilfred.

One edit to minutes: Zulal Denaux was present on Dec. 12. Minutes with revision passed unanimously.

### Discussion:

- M. Schmidt provided Dr. Carvajal and Dr. Smith an update on the committee's progress by email on Jan. 16, 2020.
- M. Schmidt shared that three Honors College students had been invited to the meeting but none attended today. R. Freidhoff reported that he invited 7 students to participate but had not received a reply from any. Members reinforced the need for student representation.
- M. Black posted a QEP from Loyola University New Orleans in Teams (<http://2016sacs.loyno.edu/sites/2016sacs.loyno.edu/files/qep-final-july-1.pdf>). This QEP is in line with what we are trying to accomplish.
- V. Miller shared a PowerPoint on BlazerLink (Presence) and its functionality. The PowerPoint is posted in Teams. (*Student Affairs BlazerLink-Presence Competencies.pptx*) Some items from the slides can be incorporated into the Experiential Learning working document.
- V. Miller added the CAS Learning and Dev Outcomes document, posted in Teams. *Teams > General > Learning Outcomes, Competencies, Assessment > 1.21.20CAS Learning and Development Outcomes.pdf*
- J. Landau added AAC&U – VALUE Rubric(s) *Teams > General > Learning Outcomes, Competencies, Assessment > AACU Rubrics.pdf*
- Committee members discussed recent revisions to the Experiential Learning working document. The following suggestions were made:
  - Determine a better incentive for students to participate
  - Better connect a reason for students to participate (Connect to softskills which employers want)
  - Need better ability to track success (using Banner codes and BlazerLink)
  - Set targets for success
  - Need to better describe the academic foundation of experiential learning
  - Identify competencies and provide succinct definitions

**Original charge/notes from Dr. Smith:**

- Provided background about the components of a Quality Enhancement Plan (QEP).
- Charge: Determine topic, who is responsible for implementing, how it will be assessed, who is responsible for assessing, what are the costs, develop outcomes and objectives.
- Committee should prepare a recommendation for VSU's new QEP by the end of Spring 2020.
- The QEP should not be overly burdensome, should be a five-year plan, maybe an enhancement of existing initiatives, must emanate from institutional planning.
- The institution has done existing fundraising around experiential learning (e.g., Terry Center for Experiential Learning).
- Committee members should involve the campus community (such as through open forums).
- QEP has the potential to be transformational for the institution.
- QEP Evaluation Rubric (handout distributed) and available at <http://www.sacscoc.org/pdf/Quality%20Enhancement%20Plan%20Framework.pdf>

**Prior to the Next Meeting, Committee members should:**

- Continue to review files and links posted in MS Teams.
- Post ideas/add to the conversation threads in MS Teams.
  - *(Committee members should be accessing the shared MS Teams page, and participate in the "posts/conversations" page!*
- Continue to expand experiential learning document.
- Think about how we can obtain student feedback (a public forum or approaching SGA).
- Meet with Keisha Roberts to ascertain if we can utilize data in the Success Portal to track or otherwise pull together data from BlazerLink and Banner.
- Next Meeting: TBD / Complete doodle poll regarding next meeting date.

Adjourned at 2:00pm.

Respectfully submitted, 01/22/20 – M. Schmidt & M. Black

---

***Additional items to note:***

LeADERS program at ODU <https://www.odu.edu/success/programs/leaders>

Co-Curricular Momentum Summit presentation and the topic of HIPs and Experiential learning;  
Georgia College - GC Journey's program: <https://www.qcsu.edu/qcjournneys>