QEP Development committee meeting  2/8/2013

Attending:

Stephanie Harvey
Kailash Ghimire
Helen Tate
Tonia Hughes
Ru Story-Huffman
Leah Faulconer
Brian Adler
Phil Szmedra
Brian Smith

Items:

• Brian Adler stressed the importance of having a timeline for tasks and events that come up during project development.

• Brian Adler handed out an annotated “HANDBOOK FOR REVIEW COMMITTEES” and mentioned the importance of the following items, stating that he feels we are not complying with some of them*:
  o The QEP should complement the institution’s ongoing integrated institution-wide planning and evaluation process
  o The QEP can address student learning AND/OR improvement of the learning environment
  o There must be evidence of broad-based institutional participation in the development of the QEP*
  o There must be evidence that all of the campus constituencies have been engaged*
  o There must be a description of the importance of the QEP that will help you and others understand its value and appropriateness to the institution*
  o There should be timelines showing the development of the QEP*

• We resolved to work to include more constituencies in GSW and in the local community.
• We discussed the possibility of having a Foundation Board member on this committee
• The logo contest was set forth:
  o Begin on 2/15/2013 with website, posters, twitter, Facebook
  o End on 3/15/2013
- Logo unveiled at Taste of the World International Food Festival 4/3/2013
- $100 cash award
- Make sure posters are available for Study Abroad Fair 2/20/2013
- We want to involve GSW TV in spreading the word about the QEP
- Elizabeth Gurnack will speak to library board regarding having some display at Lake Blackshear library about the W2W.
- Various people will contact the GSW bodies to find times to speak to them about the QEP:
  - Faculty Senate: Brian Smith
  - Staff Senate: Elizabeth Gurnack
  - Weathervane: Leah Faulconer

Next meeting in 2 weeks: 2/22/2013