QEP Steering Committee Meeting Minutes  
February, 19, 2015, 3:30PM  
Mary & John Gray Library, Room 622

In attendance: Melissa Hudler (Chair), Christian Bahrim, Paula Nichols, Freddie Titus, Kumar Das, Katherine Fracccastoro, Oney Fitzpatrick, Bianca Easterly

Minutes

The committee reviewed and approved the minutes from the January 29, 2015 meeting.

Formation of Outreach and Assessment Committees:

Question: How many people should be on the Assessment Committee? Seven to eight would be an appropriate number.

Melissa Hudler suggested that one person from each academic department or appropriate number from each college should serve on the Outreach Committee.

Assessment Committee

The following is the potential member list comprised of department chair recommendations and relevant committee membership:

Suggestion: Tom Matthews from Assessment
Suggestion: Ashraf El-Houbi from Business
Suggestion: Jim Sanderson from Arts and Sciences
Suggestion: Sedef Smith from Education
Suggestion: Robert Culbertson from Fine Arts. He has already agreed to serve
Suggestion: Alberto Marquez from Engineering. (Weihang Zhu, alternate)

Steering Committee member Paula Nichols recommended Mike Wallace from Education.

Sedef Smith chosen to represent the College of Education.

Steering Committee member Bianca Easterly recommended the following Assessment Committee members:

Mark Mengerink from History
Sara Gubala from Political Science

Steering Committee approved this recommendation.

Sedef Smith chosen to represent the College of Education
Melissa Hudler emphasized that the Outreach Committee would not have a specific number of members; it instead should be a large group not involved in the decision making process. The Outreach Committee will take ideas to the Assessment Committee. The Assessment Committee will, in turn, evaluate the ideas in the context of available data and determine their assessment potential.

**QEP Outreach Committee:**

Kumer Das suggested Brenda Nichols.

Paula Nichols suggested to add SGA and the Honors College.

Freddie Titus suggested Stacy Bumstead from Teacher Education.

Melissa Hudler stated that Amy Smith from the English Department has agreed to serve.

Kurt Dyrhaug from Fine Arts

Theresa Storey Hefner-Babb from the Library.

Dr. Henry from Faculty Senate

President or designee from SGA

Suggestion: Dr. McNeil can recommend someone from Student Affairs

Suggestion: Ask Becky Mason from the Alumni to serve on the Outreach Committee.

Question: What measurable attributes should the Alumni possess?

Alumni should be local, involved in the University, not from a particular industry but understand what industry requires from students.

Question: Do we need to add Honors College to Outreach committee? Yes, that would be appropriate since they are their own college now.

Melissa suggested requesting those asked to serve to recommend someone if they are unable to serve.

Melissa asked if there were any further questions or comments. No questions or comments were brought to the table, and the meeting was adjourned.