

Minutes  
SACSCOC Quality Enhancement Plan (QEP)  
February 10, 2023  
12:00 pm in C-205

Members present for meeting included: Dr. Paul Fowler, Amanda Dunlap, Angela Greaud, Dr. Brandon Borill, Felicia “Nikki” May, Mark Richards, Dr. Paul Fowler, Dean Todd Dozier, Traquana Smith, Victoria Throop, Bettina Trumps, Cassie Jobe-Ganuchau, Chad Jones, Dr. Rob Jones, Dr. Billy Fontenot, Dr. John Hamlin, Dr. Symantha Jones, Michelle Richard, and Debbie Seilhan as recorder.

Absent: Brent Swann, Mae Simoneaux, Elizabeth Vidrine, and Dr. Nancee Sorenson,

Dr. Rob Jones made a motion to accept the minutes of 2/3/2023. Angela Greaud seconded the motion, all in favor.

QEP Summary for Off-Site Review and Feedback from SACSCOC

Dr. Billy Fontenot and Cassie Jobe-Ganuchau have turned in a four-page summary of the On Track QEP for Dr. Hamlin’s review. The summary will then be sent to Dr. Fowler for review before including it in the SACSCOC accreditation documents being sent in on March 1. This summary is the only document that Dr. Crosby will remove. The offsite committee reviews all of the 42 standards, but 7.2 is not really one of them; however, SACSCOC will review it and offer some opinions. The feedback report will be sent to us prior to Dr. Crosby sending the accreditation material to the on-site members. The summary and opinions offered will be removed to ensure an unbiased reading.

Co-Requisite Classes Online

Dr. Fontenot reported that Dr. Alleman will convert the current online version of ENGL 1001 to the a new online version for co-requisite purposes, and Dr. Fontenot and Dr. Meche will convert the current online version of ENGL 0001 to the new online ENGL 0101 co-requisite course. There is a revision process for LSUO changes to a course, and Dr. Fontenot is waiting to hear back about the specific requirements.

MATH1029 is new, so the online version will need to be created. For both online and face-to-face versions. Some modules already exist for the 0016 and 0022 support that can be pulled in from the 1015 and 1021 courses.

ENGL and MATH online tutoring will still be required. There is still tutoring in the Student Success Center, but it is by appointment only at the moment. Can online instructors be made available at certain times as part of that developmental course? Also, LSUE will be adopting Net Tutor—an online tutoring service—that LSU Baton Rouge already uses. Students like it because there are more offerings, like video tutoring, and it will be more helpful than just a chat box.

## QEP Timeline

- February 24<sup>th</sup> – Every committee/subcommittee needs to have something in the QEP Rough Draft (look at previous QEP and make changes).
- March 1<sup>st</sup> – Training Advisor Talking Points need to be done for upcoming training. Master Schedule needs to be done
- March 10<sup>th</sup> – Nothing should be empty in the shell rough draft QEP document. 80% should be completed, even if it is rough. Dr. Fontenot (and others) will help edit/fill out.
- March 24<sup>th</sup> – Bring up points of missing or incorrect data.
- April 1<sup>st</sup> – We need to have our lead evaluator person nominated to be here for on-site visit.
- April 17<sup>th</sup> – Turn in the rough draft of our document for Dr. Fowler and Dr. Fontenot's review.

## Budget Committee

The committee will consult with Amy to discuss what is available for tutoring, marketing, actual structuring, and faculty salary. We may need a travel budget to some extent. Repurposing for new hires and software.

## Flow Chart

There will be a flow chart showing the chairs of English and Math pointing to the Dean, Dr. Fowler, Dr. Hamlin (Vice Chancellor of Academic Affairs) and Dr. Sorenson (Chancellor). Dr. Crosby stated in her visit that this is where most colleges are being cited as being non-compliant. They are leaving out the time line (i.e. column 1 for design, column 2 for Math and English, and column 3 for individual parts of the month/year showing what is going on and who is responsible) for everyone's different roles and who is responsible in the flow chart.

## Miscellaneous

At some point we are going to have to have a discussion of how all of this come together (i.e. where does Pathways fit in; where does advising fit in; is there relationship between Math and English; what do we really think we can do based on the fact that in Fall 2022 we had about 700 students registered in developmental Math classes and there were about 440 students registered in developmental English classes?)

Adjournment Motion to adjourn was made by Angela Greaud and seconded by Dr. Rob Jones.