

Minutes
SACSCOC Quality Enhancement Plan (QEP)
March 31, 2023
12:00 pm in C-205

Members present for meeting included: Dr. Paul Fowler, Angela Greaud, Elizabeth Vidrine, Mark Richards, Dean Todd Dozier, Victoria Throop, Cassie Jobe-Ganucheau, Dr. Billy Fontenot, Dr. John Hamlin, Mae Simoneaux, Dr. Rob Jones, Symantha Jones, Brandon Borill, TraQuana Smith, Michelle Richard, and Debbie Seilhan as recorder.

Absent: Bettina Trumps, Amanda Dunlap, Chad Jones, Felicia May, and Dr. Nancee Sorenson,

Dr. Fontenot updated the minutes per Dr. Paul Fowler before Dr. Rob Jones made a motion to accept the minutes of 3/24/2023. Symantha Jones seconded the motion. All in favor.

Advertising/Flyers/Signs Update

Dr. Fontenot pulled up the brochure for the committee. The brochure was not completed in its entirety, but it was complete enough for the committee to make comments and suggestions. Discussion ensued regarding changing the stripes of black and purple to a solid purple and adding more information on one side of the brochure. Different pictures probably will be put in later than the ones in the brochure. The committee is still waiting for quotes for banners and pole signs. Cabinet will look at the sign before printing.

Lead Evaluator Update

Dr. Fowler has not heard back from SACSCOC if Dr. Desmond Lewis can be our lead evaluator. If he has been paid by the Louisiana Board of Regents for work he has done recently, it will present a conflict of interest. We still have another name, Dr. Sandra King, if Dr. Lewis cannot be used. Both are highly recommended and have over ten years' experience with corequisite education.

Budget

The QEP committee discussed the items below as being part of the budget for the 2023 QEP. These are the ideas thus far. We can add more items if we need.

- Stipend for Instructors Revising ENGL and MATH Classes (Source: LSUE)
- Advertising/Flyers (Source?)
- Source: Humana Grant:
 - CircleIn--\$12.00 per student per semester (six classes, 25 students each) \$1800? (see if Michael Alleman gets access to CircleIn for summer.)
 - Stipends for trainers/trainees—find out how much/how many.
 - Scholarships for new Tutor(s)?
 - Scholarships for peer tutors?
 - Support materials (alternative textbooks, etc.) for practice in tutoring center
 - Buy more online tutoring hours from NetTutor
 - Math Lab Professional Tutor

Personnel List

Dr. Fontenot brought up the Personnel List that will be on the QEP and asked the committee to look at the names of the personnel. He made corrections and additions according to suggestions.

Dr. Fontenot would like for the minutes to show that Amanda Dunlap and the Math Department have done a great deal of work on the QEP and he wanted to commend them for that.

Coordinator

Dr. Fontenot posed a question: Do we need a Coordinator, as the 2014 QEP had a Coordinator once the project went into effect. Dr. Hamlin and Dr. Fowler said that we already have Chairs for that purpose. It was decided that the section of the QEP be titled "Coordination of the QEP" instead of "Coordinator for the QEP." Ms. Amanda Dunlap (math) and Dr. Billy Fontenot (English) will coordinate the QEP once the corequisite classes go into effect in fall 2023.

Motion to adjourn was made by Brandon Borill and seconded by TraQuana Smith. All were in favor.