Quality Enhancement Plan (QEP) Planning Committee  
Tuesday, February 10, 2009—2:00-4:00 p.m.


General Discussion

- Executive Council is interested and agrees that we should move forward with our top three topics
  - We should not do something for reaccreditation that we would not want to do otherwise
    - We need to capitalize on our location and look to our Mission Statement and Strategic Plan
  - Everyone likes “Global Perspectives”
    - A concern: we could meet each of the student learning outcomes and still never learn a new language. We ought to incorporate this in the next stage…
  - There were concerns about feasibility of the student scholarship topic, given budget constraints
    - How do we broaden this to include a variety of students?
    - Don’t want to miss transfer students by only focusing on Gen Ed at the bottom of the pyramid
  - How do you measure social entrepreneurship if the success of this happens after students leave the institution?
  - We’ll want to meet with Executive Council again before our topic is selected and announced to the community

- We’ll need to have two versions of the proposals to address possible budget scenarios

Next steps: White papers…

- White paper sections:
  - Add a “version A” and “version B” to the implementation section
    - Include budget categories for: space and equipment, wages and benefits, supplies and materials, training and travel, programming, marketing, consultant fees, assessment, and other
  - Include “visions” in the “summary” section
  - Speak to “congruence with mission and goals” as a subset of the summary?
  - Remove “schedule” and “risk assessment” sections
  - Add faculty and departments to “commitment” section, using the language from our original “possible avenues of implementation” section
    - Go back to blog to see who wanted to be involved
  - Implementation: tasks, resources, and timing
  - Have a note that this is adapted from UCF’s guidelines…

- Page requirement: 10-15 pages for the full proposal and 2-pages for the executive summary
- Audience: QEP Planning Committee, Executive Council, and the general university community
- We would like some research behind the white papers—especially in terms of assessment
  - Note: Early assessment can happen during the 18 months while the plan is being written to create benchmarks

Proposal Subcommittees

- Subcommittees will be small but diverse with 2 committee members plus 2-3 from the community
Subcommittees might need to visit with other individuals for additional expertise as the topics are being developed
We’ll need to have one budget and one assessment person that all three committees can go to for consistency
Chelsea will be the research resource for all three subcommittees
Wendy Mann—library liaison for educational resources
• The entire planning committee will serve as “readers” of the drafts

Publicity
• Rick will help with getting a spot on GMU-TV
• ALL-UNIV announcement and Gazette and Broadside articles
• Once ready with survey, create new posters

Other
• Helpful global article from The Chronicle of Higher Education mentioned by Hun and President Merten: http://chronicle.com/weekly/v55/i21/21a02901.htm

CTE To-Do:
• Draft new white paper guidelines and evaluation criteria
• Contact Sharon Siverts for report to the Provost about all things global at Mason
• Next meeting: Survey items