QEP Meeting Agenda  
Tuesday, August 5, 2008

Updates:
• Our QEP website (http://qep.gmu.edu/) is up and running!
• Any additional feedback or comments on website to date?
• Add criteria → what do peer reviewers look for from SACS meeting. 1) Broad-based involvement in topic selection; 2) Clear focus; 3) Institutional capacity to achieve & succeed; 4) Assessment plan; and 5) Broad-based involvement in implementation

General Discussion:
• Report from SACS Conference
  o Focus: Student learning outcomes & assessment: really need to concentrate on these
  o Getting the campus community involved as critical → share experiences from other campuses in selecting a topic
  o Include micro-level (student learning outcomes) and macro-level (overall QEP process) into our assessment design
• Proposals & Matrix
  o How do we build student learning outcomes into our process? Need to identify learning outcomes for current proposals.
  o Possibly look at EKU’s Phase I Research Plan? They took a different approach by defining student learning outcomes and then developing potential QEP topics/themes.
  o Discussion & feedback about proposals and matrix
• Logistics / Action Items
  o What processes do we want to establish for community involvement and decision-making?
  o Who do we need to talk/connect with in September & early October?
    ▪ Faculty Senate
    ▪ College/School-wide faculty meetings and retreats
    ▪ Strategic Planning Implementation Group
    ▪ Executive Council
    ▪ Deans and Directors
    ▪ Associate Deans with undergraduate portfolios
    ▪ Department Chairs
    ▪ Student Government
    ▪ Board of Visitors
  o Assignments →
    ▪ Who can attend these meetings (at least two QEP planning members per visit)
    ▪ Write Mason Gazette article
    ▪ What else?
What information are we going to present?

- One-page QEP document or PowerPoint slides?
- Identify a partner or representative from your unit to assist you and who can be a ‘backup’ person if you cannot attend meetings
- Identify a representative from the Alumni Office for the committee

- Responses to excerpt from *Leading Change*

**Handouts:**

- Agenda
- Revised Matrix
- Schedule of upcoming college faculty retreats/meetings
- New Spires of Excellence: Overview
- 2007-2008 Mason Fact Book

**Next Meetings:**

- Wednesday, August 20th from 2:00-4:00 p.m., Room 239A, Johnson Center
- Tuesday, September 9th from 2:00-4:00 p.m., Robeson Room
- Friday, September 26th from 1:00-3:00 p.m., Robeson Room