Quality Enhancement Plan (QEP) Planning Committee
Tuesday, September 9, 2008—2:00-4:00 p.m.


University Meetings
• CEHD faculty are interested
• Deans & Directors were positive
  o Interest in global topics
  o Are we going to include graduate students in the process? How does the QEP matter to units without undergrads?
    ▪ Resources might pose a problem if we choose to include grad students in this
    ▪ Our focus is on undergraduates, but we might want to involve grad students in the implementation as resources to help us
• CHHS School of Nursing
  o Group of 30 faculty members; presentation went well
• CHSS Department Chairs
  o Interested in proposals
• University Scholars
  o 70 University Scholars attended the meeting
  o High interest around proposals and how to submit them
• COS Chairs meeting
  o Interest in faculty-student interaction
  o Who will make the decision about what the topic is? (See Tentative Timeline)
    ▪ We will get feedback on our proposals and we will invite other proposals
    ▪ We will have all of this collected by late October
    ▪ In early November we will solicit feedback on proposals
    ▪ Then we will narrow it down to two or three proposals, flush them out, and likely have an online survey
    ▪ We’ll present the top two or three topic proposals to the Executive Council to make sure that they’re interested in each
    ▪ We will choose the topic based on the feedback that we have received from the Mason community and the Executive Council
• Interdisciplinary Academic Sustainability Committee
  o No one had heard of the QEP yet; let’s be sure to promote at our various meetings
• For proposals that have broad community support—we should be asking for ideas about how that particular topic might be implemented

Proposal Guidelines & Criteria
• Change section 4 to include possible avenues for implementation—take out current initiatives...
  o Clarify the title of section 4
• Give examples of learning outcomes for guidance
  o Give two good examples under section 3
  o Have a hyperlink/resource on the website
• We’ll want to pay more attention to the evaluation criteria when we are narrowing down and flushing out our top topic proposals
• Make sure we can get in touch with the people who submit the proposals
Proposal Revisions

- Committee proposals should be posted as “Prepared by: QEP Planning Committee”
- New title for Global Citizenship proposal to separate it from Global Engagement
  - Rewording of “cultural traditions” in GCAC
    - Replace with: “world ethnic traditions”?
    - Add learning outcome that talks about having an awareness of self before comparing and contrasting to others
- Global Engagement
  - Questions/concerns about “Global Integration” section
  - Change wording under “what our students need”
    - Some of the language is too strong
  - Add first bullet of new mission statement to section 2
  - Goal 5, section B of Strategic Plan—expand number of international students by 20%
    - Also mention immigrant population
  - Add other activities to section 3 (“International Learning Experience”)
- Research & Creativity
  - Include methodologies in student learning outcomes
  - Rename: “Research & Creative Activity”

To Do List

- Have Provost mention the QEP at teas
- Email/meet with the President about mentioning QEP at Fall Convocation on October 1st
- Have general QEP announcement sent to students using departmental listservs
  - Send a paragraph to departments for them to forward to students (after our proposals are posted!)
- Get on Chairs agenda for IT&E
- Send an all-faculty announcement through Provost
  - E-files and Broadside article
- Talk with Provost about our process
- Turn talking points into a PowerPoint presentation
- Add Bloom’s Taxonomy and Tentative Timeline as resources to the website (wait for Lynne to send her resource)
- Send out General Information handout, university meeting sign-up sheet, revised Proposal Guidelines, and reformatted proposals
- Sunday/early Monday deadline for revised proposals
  - Send your comments to the people in those groups
- Focus for our next meeting: How and when to have our community forums