

QEP Core Team

Minutes for March 10, 2015 meeting

In attendance: Kaan Ozmeral, Michelle Powell, Shelly Watkins, Amy Gustavson, Kevin Pearson, Heather Willet, co-chair, Scott Byington, co-chair

Our main focus for the meeting was to “get back on track” after weather forced the postponement of our focus groups. The focus groups were rescheduled as follows:

- Pittsboro- March 20th (Kaan and Michelle main coordinators)
- Lee Campus- March 25th (Amy and Kevin main coordinators)
- Harnett Campus- March 28th (Shelly main coordinator)

Kevin will develop a Google Doc that will allow the coordinators to input the data following the focus groups. From these data, we will develop a revised survey that we can use with a number of constituent groups (see below). Coordinators, please get pictures of your trees! We need them for reporting out and we can use them for the PD Day on March 31st.

In late April, we will offer a “pruned tree survey” to faculty and staff, essentially one final opportunity to weigh in on specific topics, perhaps 10-15 topics that are gaining the most support. This should offer the committee the opportunity to research the most popular ones and determine viability.

Discussion then centered on making sure we were going to reach all of the constituent groups.

- Student focus
 - Activity Days are April 14, 15, 16. Planned activities for the QEP include:
 - “Man on the Street” interviews, to be made into a video. (The video can be used on the website or even in the development of a video for the visiting QEP team). Data from the focus group trees can be the basis of some of the questions, e.g., “Some members of the CCCC community think that our QEP ought to focus on math literacy. What do you think?”
 - The “trees” will be available for students to provide final input with their dots. Amy will provide these for the activity days.
 - Candy
 - We recognize we cannot do too much here- this is more to remind students of the QEP, ala a mini-relaunch
 - Earth Day is April 22nd. In the past, there have been events at the Pittsboro and Lee campuses. We need to develop an angle so that we are present for Earth Day, even it is to hand out candy and have netbooks available for additional surveys.
- Community focus
 - How do to reach the community and con-ed folks?
 - Michelle will contact Carl Thompson to find out the logistics of providing a very brief survey (see below) to con-ed classes, which will include community members
 - We can ask Kelvin and the other recruiters to administer the aforementioned survey

- Distance
 - We will ask Amanda Carter about the possibility of offering a revised survey (narrowed after the focus groups) to the distance students.
 - The issue was raised as to whether we are capturing the distance element accurately. We will add an identifier question (full seated, full distance, one or two classes distance) to the survey for this survey.

Constance was volunteered to develop the survey. ☺ We began to consider questions that might be on it, keeping it broad yet brief:

Brief intro

1. What are your perceptions about CCCC as a learning institution?
2. What could community colleges like CCCC do to maximize student learning?
3. There are several themes our topic selection team is exploring. Which topic area do you think could potentially be the most impactful on student learning at CCCC?
(list trees)

Please indicate which best describes you...

Staff___ Faculty___ Student___ Community Member___ Other (specify) _____

Timeline: We concluded the meeting talking about a rough timeline for planning purposes

- March- faculty/staff focus groups on all campuses; PD session broadcast to all campuses on March 31st (the “QEP update”)
- April- brief surveys developed and administered, student surveys at Activity Days; final survey provided to faculty and staff in mid-to-late April. By the end of April, we will wrap up the idea gathering phase and begin the review of all data
- May- review all data, do some initial research on viability, update Linda/PC
- June/July/August- research, focus topics
- September- encourage development of videos to promote topics, prepare for a community vote

Scott will let Daisha know that the QEP Core Team would like to have a PD session in early Fall.

Kevin will confirm the date by which we need to have the vote for the QEP topic selection.

The next meeting will be March 31st 4:00-5:15 p.m, Science Conference room.