

## QEP Core Team

### Minutes for October 2, 2015 meeting 10:30 – 12:00

In attendance: Constance Boahn, Scott Byington, , Kaan Ozmeral, Kevin Pearson, Michelle Powell, and Heather Willett

We viewed the feedback about the four final topics from the employee focus groups and student class surveys, and we viewed the word clouds that Amy created from the feedback.

There was discussion about revising the wording on the descriptions of the four topics. It was decided that we would make some revisions based on the feedback from the meetings with Amanda Carter's team, Jamee Stiffler's team, and the advising committee. Scott will send the revisions to everyone.

Constance, Amy, Heather, and Kevin (pending jury duty) will present the new information to the President's Council on Tuesday, October 6.

Voting will begin on Activity Day and continue through the end of October. The challenge now is to spread the word to employees, students, and community members about the vote.

Suggestions for marketing included:

- making videos for each topic
- designing posters about the topics
- holding an election day
- asking Dr. Marchant to appear in a video (Kaan will write the script and record)
- creating a new screen saver to be shared with all campus computers
- posting links from the CCCC homepage to the QEP page
- sharing information with students via Blackboard
- handing out stickers labeled, "I voted"

Using the theme, "Looking for QEP", Constance will wear the Detective Charlee suit and hand out candy at Sanford Campus on the Friday before Halloween.

Team members will set up a table with computers at each campus on Activity Day to encourage students and employees to vote. The vote will be given via Survey Monkey, which will allow each person to vote once.

The Core Team will meet on the first Monday in November after the votes have been tallied to discuss the results and prepare to present the information to the President's Council.