QEP Steering Committee

Minutes

3/27/2017

FH-259B

1. Approval of Minutes from 2-20-2017 meeting

*Minutes were approved without revision.*

1. Discussion of student survey

*Christine Masters provided the descriptive results from the student survey, and Kimberly McCuiston reviewed her analysis of it. There were some interesting findings that illustrated students’ perceived need for assistance with beginning a career after college, and we have some great information to include in our report. It may also be beneficial to distribute this information to the larger faculty for use in considering engagement activities for students.*

1. Discussion of faculty survey

*The Survey Monkey report of the descriptive results of the faculty survey was distributed to the committee.*

1. Assignment of responsibilities

*Nina Russell will analyze the qualitative questions from the faculty survey report and write up the descriptive results (in a similar way to what Kimberly McCuiston did with the student data), and she will email the analysis to the committee by 4/17 for our review.*

*Philip Fulmer will conduct quantitative analysis on both the student and faculty data, looking for relationships etc. and send his results to the committee by 4/17 for our review.*

*Kimberly McCuiston will send an electronic copy of her work to the committee.*

*Christine Masters will send the student survey data file to Philip Fulmer and Marie DeVincenzo.*

*All committee members will consider the results of both surveys and create revised Program Learning Objectives (PLO) and Student Learning Objectives (SLO) for the proposed PEAK program. Members should bring their written PLOs and SLOs to the next committee meeting.*

1. Schedule next meeting

*Our next meeting is Monday, April 24, 2017 at 9:30 a.m. in the School of Business Conference Room.*