

QEP Design/Implementation Sub Committee
Minutes
June 26, 2023
12:00 pm

Call to Order – Meeting was called to order at 12:03 pm.

Agenda Items

I. Approval of Agenda – Approved with a motion by Dr. Walke, second by Mrs. Walker-Parker.

II. Approval of Minutes of Last Meeting (June 21, 2023) – Not available

III. Unfinished Business

a. Discussion

Based on last week's meeting, Dr. Walke, Ms. Strother and Dr. Banks met with Ms. Dawn Miles, Dr. Pamela Arrington and Dr. Ala'Torya Cranford via Zoom to get clarification on items discussed during the last meeting.

Ms. Miles reminded the committee that Freshmen Academy is advising up to 36 hours and academic coordinators 37-63 hours after hearing the QEP plan. The listing of advisees had already been sent to the academic coordinators in each college. The committee asked for more direction in order to move forward. It was suggested that Dr. Arrington and Dr. Jones are contacted for the approval of a QEP priority.

The following unanswered questions were posed at the meeting:

- How do we get approval for students to participate in the QEP? It was assumed that the QEP would be given priority to the listing.
- If Freshmen Academy is advising sophomores at 31 hours, can the QEP start at 31 and include some of these students in the special initiative?

The following items were planned for this meeting; however, based on the discussion with Dr. Arrington, they will not be discussed.

- Selection of students and approval of process
- Fall pilot

- Survey draft
- Tasks description draft
- Faculty development (webinars/workshop or presenter, virtual or in person?)

Sophomores are being advised by Freshmen Academy and by the academic advising coordinators for each college (supported by a FYERP grant). The draft cannot be completed using the sophomore gap. A suggestion was made to revisit the academic advising portion of

the plan and consider other possible topics within the advising realm. Suggestions were offered as follows:

- Junior level students
- Professional development for advisor coordinators and faculty advisors (would this be perceived as a direct or indirect impact by SACSCOC?)

Reminder: The April 21, 2022, minutes show the list of four options for a plan. The committee selected options (d)– a percentage of sophomore level students.

Other options offered by committee:

- (Mrs. Walker-Parker) 2nd semester freshmen (before the sophomore level, could this initiative impact this group?)
- (Mrs. Walker-Parker) Newly declared majors (from the undecided stage)

Based on the discussion prior to the meeting, it appears that getting a sample would be impossible at this point. The population of undeclared majors is very small. This was considered early on but decided that the impact would not be significant.

The research is much more on the sophomore level than the junior level. The issue is getting students to the junior level.

- (Dr. Stanley/Mrs. Ford) Severely at risk academically (the University would need to define this in order to include the appropriate students.)

Included in the definition, students would be defined as those who have below x.xx for more than two consecutive semesters and running out of financial aid and/or courses to take in the curriculum. The GPA would be the main determining factor.

- (Mrs. Walker-Parker) Look at senior level students (senior to career placement).

Will proper advising impact graduation and job placement?)

What is the AAMU placement rate after graduation?

- (Mrs. Ford) Can the advising process used by the Freshmen Academy and the academic college coordinators be assessed in a QEP?

What is unique about the professional advisor approach at AAMU or is it the new approach that will impact the students? Will the QEP be able to obtain a sample of students?

The committee was encouraged to think about goals and measurable outcomes for all the above suggestions.

Dr. Banks referred the committee to the *Handbook for Institutions Seeking Reaffirmation* on the SACSCOC website (starting with the Quality Enhancement Plan guides). The University must commit to a plan at some point and there are a few months left to accomplish this. It appears that

the fall pilot will not take place, nor will the draft be completed to send to SACSCOC along with the compliance certification in September.

IV. New Business

- a. Next week's meeting will be held on Wednesday, July 5 at 1:30pm. A Zoom link will be sent.
- b.

V. Adjournment – Meeting adjourned at 12:50 p.m.

Members Present: Dr. James Walke, Mrs. Elizabeth Langford-Ford, Dr. Sheri Stanley, Mrs. Kiietti Walker-Parker.