

QEP Quality Enhancement Plan

Meeting Minutes
May 13, 2019
10:00 am

Committee Members Present:

Tony Brooks, Co-Chair

Chequita Dixon, member

Patrick Johnson, member

Trina Cox, member

Kaye Bennett, member

Mary Suggs, member

Tony Newson, member

Cynthia Williams-Roberson, acting secretary

Meeting

Mr. Brooks called the meeting to order at 10:00 a.m.

Discussions/Advising Plan:

PDF Fillable Student Interaction Form

The form will be accessible via My CCC for advisors to complete as they meet with advisees.

Contact List

Mr. Brooks created this list for the purpose of identifying whom a student sees for advising

Trifold Advising Brochure/Map

- Set up Orientation course in modules; do not offer online the first year.
- Students will create a project at the end of the Orientation course.
- Current Orientation Instructors: J. Mayo, Y. Morton, R. Hall
- Student reps needed to test the brochure/advising map
- Student ambassadors needed to assist in pilot Orientation course.

Discussions/Orientation Plan:

Revitalize Orientation Classes (Pilot)

- 8wk course
- Meet twice a week
- No textbook; just material for the course
- Skills of focus: finances, registration, life skills success, CCC history, priorities
- Identify facilitators for each area of discussion
- Ask Mrs. Morton to teach the pilot course