WCC 4 ME
Leadership Committee Meeting
Friday, April 17, 2015
Carroll Hall 242

Members in attendance included:
Katherine Asbury
Rhonda Catron-Wood
Susan Evans
Ken Fairbanks
Kent Glindemann
Lorri Huffard
George Mattis
Shawn McReynolds
Rita Phillips
Natasha Puckett
Keisha Stuart
Renee Thomas

Members not in attendance included:
Jenny Buchanan
Jamie Edwards
Crystal Goad

The meeting was called to order by committee co-chair Susan Evans at 9:30 a.m.

I. Meeting Minutes

The minutes for the February 25, 2015 meeting were presented for approval. After discussion Lorri Huffard made a motion to approve the minutes with the amended adjournment statement. Rita Phillips seconded the motion, and the motion was approved. The minutes for the March 18, 2015 meeting were presented for approval. Rita Phillips made a motion to approve the minutes as presented. Kent Glindemann seconded the motion, and the motion was approved.

II. Spring Fling Volunteering

It was decided that to get information from students about their feelings on their first-year experience, SDV course, and online experiences that the QEP committee would distribute a short survey at Spring Fling that would be filled out and returned in order to collect a t-shirt. Susan Evans, Natasha Puckett, and Rhoda Catron-Wood volunteered to help handle the surveys and t-shirts at the main campus event on Wednesday, April 22rd 11:30 – 1:00 pm. Shawn McReynolds and Renee Thomas volunteered to handle the surveys and t-shirts at Smyth Education Center on Wednesday, April 22nd 4:30pm – 6:00 pm. The committee will check with Gerald Goad and Crystal Goad to see if they would be willing to handle the t-shirts and surveys at Crossroads Institute on Thursday, April 23rd 11:30 – 1:00 pm.
III. **Content of Spring Fling Survey**

The questions for the survey will be:
1. What could WCC have done to make your first-year experience more successful?
2. What could have been included in your SDV course that would have made your first-year experience at WCC more successful?
3. What could WCC do, in our online courses, which would help you be more successful?

IV. **Introduction of QEP to the campus**

Susan said that she would like to purchase a banner with the WCC4ME to display on campus. Rhonda agreed to have the foundation office pay for the banner. The committee would also like to have the logo on the homepage slideshow. Shawn said that content would need to be developed to link the slideshow photo to. Susan said that she would work on the information to release along with other committee members.

V. **Student committee members**

Rita Phillips has asked Stefanie Shrader to join as a student representative. Committee members also suggested Kenley Meredith and possibly a developmental math student.

VI. **QEP Lead Evaluator**

The committee discussed the four lead evaluator candidates noting that Dr. Chaffin had more QEP exposure but little distance learning experience, Dr. Zibberman has more QM exposure and was the lead evaluator for J. Sargent Reynolds, Dr. Runyun was one of the founders of QM, had little SACS or QEP experience, but had lots of distance learning exposure, and Ms. Veloff had a program very similar to our program. After discussion Rita made a motion that we pursue Dr. Zibberman as our first choice and Dr. Chaffin as our 2nd choice for QEP evaluator. Lorri seconded that motion and the motion passed. Ken and Rhonda agreed to work together to get the choices to Dr. Mary Kirk.

VII. **SACSCOC conference July 19 – July 22**

I was approved for Susan, Rita, Ken, Shawn, Renee, and Rhonda to attend the Annual SACSCOC conference in Florida in July.

VIII. **WCC 4 ME – Subcommittees**

Susan announced the members and summer meeting dates for the SDV subcommittee. The members are Natasha Puckett, Stanley Jones, Kelli Musick, Mimi Leonard, Karen Hawkins, Katherine Asbury, Josh Floyd, Gerald Goad, Ian Griffin, and Renee Thomas. That committee plans to meet May 1, May 21, June 18, July 9, and July 23.
Members have begun writing the research pieces and have begun writing the first and last few sections of the report. The middle section will come last.

IX. May QEP PD Meeting, Thursday May 14th

Rita gave the itinerary for the May 14th QEP in service; 8:30 -11:30 will be a normal QEP meeting time, lunch from 11:30 -12:30, and 12:30 - 3:30 will be the Smarter Measures webinar.

X. Other

Rita and Susan commended the group for the progress. Shawn commended Rita and Susan as well with concern for the load that they were carrying.

It was discussed that a video would be produced by the Marketing team to introduce the WCC4ME at the May 12th in service and that the committee would like to have a computer mouse shaped stress ball that Vic the mascot might throw out or the Marketing team might distribute. Rhonda said that she would take care of that piece as well. Shawn mentioned that it might be possible for him to fly a small banner from his RC plane for Spring Fling or in service.

The committee also discussed getting the WCC4ME up on Facebook, Twitter, and the WCC homepage. Other ways of distributing the information were also discussed such as VHCC’s Stall Street Journal.

With no other business Lorrie made a motion to conclude the meeting, Renee seconded the motion and the meeting was concluded at 10:18 a.m.