

Minutes
SACSCOC Quality Enhancement Plan (QEP)
Minutes
November 11, 2022
12:00 pm in A127

Members present for meeting included: Amanda Dunlap, Angela Greaud, Dr. Billy Fontenot, Dr. Brandon Borill, Brent Swann, Cassie Jobe-Ganucheau, Chad Jones, Dr. John Hamlin, Liz Vidrine, Mae Simoneaux, Dr. Paul Fowler, Dr. Rob Jones, II, Symantha Jones, Todd Dozier, Traquana Smith, Victoria Throop, Debbie Seilhan, Recorder

Members Absent: Bettina Trumps, Felicia May, Mark Richard, Dr. Nancy Sorenson, Michelle Richard

Amanda Dunlap made a motion to accept the minutes of October 28, 2022, and Dr. Robert Jones, II seconded the motion.

Sub-Committee Reports/Plan

Dr. Fontenot opened the meeting asking for a report from the English/Math subcommittees.

Amanda Dunlap reported from the last meeting of the Math Co-Req-Design Subcommittee on November 8, 2022. Those minutes and agenda have been posted on Teams. They will meet every Tuesday at 2:00.

Ms. Dunlap reported the following:

- A Pearson presentation was presented to them, which included tools in MyMathLab that can be used in the math support class.
- Master Pacing Guides have been completed for Math 1021 and Math 1015, and they will continue to work on pacing guides for the corequisites.
- Every Wednesday at noon, they will meet to discuss what they will cover in Math 1029: Introduction to Contemporary Mathematics, starting Fall 2023, a Liberal Arts course, and complete pacing guides for that course.
- Amanda Dunlap said Pearson has the Learning Catalytic feature in Math Lab that students can click on to take attendance, set up assignments, etc. for the corequisite classes.

Dr. Fontenot reported that tentative decisions have been made at this point and recapped the English Co-Req-Design Subcommittee meeting of November 2, 2022. Minutes and agenda have been posted on Teams:

- The courses have been broken down into weeks and units. The grid can be found in the minutes. Contact Dr. Fontenot if you have questions.
- Members have agreed to 3 credits for the support class and that the support class will follow the main course.
- The title of the course will be ENGL 1001: English Composition Co-Requisite. The committee has decided on 3 essays and a final test for ENGL 1001. The committee expects to see an increase in student success in ENGL 1001 because students will have more time to work on the essays, fewer essays to complete, and more time to meet with the professor.
- Textbooks will be discussed at the next meeting. The English faculty will discuss whether to continue using *Evergreen* (in 0101) and *Steps to Writing Well* (in 1001) or have students use one book for both classes. Dr. Fontenot said he would present the OER textbooks for corequisites that Cassie suggested at the next meeting.

Literary Review

Dr. Robert Jones, II, reported that the Literary Committee met. He created a folder in Teams under sub-committees. Dr. Jones downloaded different documents onto Teams regarding best practices from different universities and different sites on effective corequisites and Early Momentum Metrics. The committee broke out the workload and found similar documents regarding early momentum metrics. Cody Miller is looking at Math co-requisites. This committee will be meeting every Friday when we are not meeting with the QEP. Dr. Jones has been highlighting relevant information so we can have a general plan for writing the Literary Review.

Tutoring

Cassie talked about an impromptu meeting she had with Krislyn Probert and Dr. Robert Jones, II. They discussed having different worksheets available for students in crates located in the tutorial. Students would come in and work on the worksheets to determine what areas a student would need help with. The subcommittee will be meeting again soon for further discussion about tutoring. Krislyn will be the point person for this committee.

Online Committee

Point person will be Dr. Doug Narby. They have not met yet but should be getting together soon.

Advising and Registration

Have not met yet. The point person will be Catlyn Adams. Many of the people on the committee are going to an LSU BOR Advising Academy meeting on November 17, 2022. Hopefully, they will come back with some useful information.

Advertising and Flyers

Brent Swann will be the contact person for this committee. He will be contacting Travis Webb to discuss what will be needed for this committee. Adding Chad Jones to this committee today.

Budget

Budget matters will be discussed later, after the co-requisite class structures have been solidified. Todd Dozier was also added to the members of this subcommittee.

Pathways – added as a subcommittee today. Cassie will be the point person, and other members are Angela Greaud, Perry Ballard, and Leonor Gonzalez. Ms. Greaud said that next week they will be having a meeting with the UNIV instructors and will be discussing revamping the UNIV course.

C & C Committee Looking at all the rewrites we will have on the prerequisites courses, we will definitely need people from each area: Dr. Fowler, Billy Fontenot, Brandon Borill, Mae Simoneaux, Angela Greaud, Nikki May, Elizabeth Monk, James Jean, Laurie Seeder, Kim Smith, Amanda Dunlap.

Technical Issues – Paul Fowler and Dr. Billy Fontenot will be on this committee. Will have to work with Donnie and Kim Smith and IT to discuss what we need for these courses for linking the courses. Will discuss with Donnie Thibodeaux their capabilities with linking the courses. Use Billy Fontenot or Dr. Fowler as the point person.

All subcommittees need to start writing before the end of the semester or the middle of the December.

Start asking questions, How will this impact advising? How will this impact courses loading? We have to figure out how this will work out. Where will there be issues? Make clear in our documents that this is fluid. Do what's best for student in English and Math, but if we discover that this isn't working, we need to be prepared to tell the Committee in October.

Dr. Hamlin suggested we have a committee for scheduling and planning:

Master Scheduling Committee.- consists of Deans, Chairs, Pathways Rep and Program/Coordinators

Dr. Fowler reported about the QEP website-the template we used was Omni. They put the shell and Dr. Fowler will work on the putting in the details. There will be forms as they are generated. Before we start registering for the fall, it is important that we have a common message. Events that led up to this, what we are showing that the SACSCOC before 2021. He showed us how to get to the website, www.lsue/facultystaff/OEP and where the link is located. Please send Dr. Fowler all revisions needed so he can fix them for the website.

QEP Name – Dr. Fontenot asked that everyone please send them ideas about the name for the QEP. Try to avoid the words “Corequisite” and “Pathways” in the title.

Next Steps

Continue to ask questions. what have you written, or what have you thought about? Fall and summer schedules and when they will go live need to be considered. Dr. Fowler mentioned that compliance certification is due on March 1.

Motion to adjourn was made by Angela Greaud and seconded by Cassie Jobe-Ganuchau.