QEP Task Force Meeting  
November 14, 2011  
ASC Room B445  
Minutes

**PRESENT:**  Hamdan Ahmad, Maria T. Gomez, Dolores Gross, Grace Haddox, David Henry, Becky Perales, Joyce Ritchey, Janine Rudnick, Alberto Villegas, Michelle Watkins

**ABSENT (called):**  Allison Bruce, Michael Coulehan, Gloria Estrada, Charles Fitzgerald, John Lencyk, Mark Norbeck, Maria Prospero, Joyce Ritchey, Antonio Vargas

**SECRETARY:**  Maria T. Gomez

**HANDOUTS**

1. Agenda  
2. Minutes for September 13, 2011  
3. Packet of Proposals for QEP Pilot Project  
4. QEP SLOs

**WELCOME/CALL TO ORDER**

Grace Haddox, QEP Task Force Chair, welcomed everyone and called the meeting to order at 3:00 p.m. She mentioned that some members might arrive at 3:30 p.m. since the regular time for QEP Task Force meetings had routinely been 3:30 p.m. Additionally, today’s meeting is being held on a Monday as oppose to a regular Tuesday and, thus, other members might not be able to attend.

**READING AND APPROVAL OF MINUTES**

The QEP Task Force Meeting Minutes for September, 2011 were reviewed. Due to the sign-in sheet for that meeting being misplaced, the minutes did not accurately reflect who was in attendance.

A compliment was extended on the attention to detail with respect to the content. A request was made that today’s minutes indicate that the El Paso current temperature is 65° with a brisk breeze.

**OCTOBER QEP TASK FORCE MEETING**

It is noted in today’s minutes that there was no formal QEP Task Force Meeting held in October. A meeting had been scheduled; however, it was cancelled due to the History Museum presentation which took place on October 18, 2011. The History Museum presentation was organized as a follow-up to the QEP Task Force meeting held in September. At the October meeting and via e-mail, Task Force members were requested to attend the History Museum presentation.

**PROMOTION OF QEP THEME**

Grace mentioned that she has actively been promoting the QEP topic among the disciplines. Much to her chagrin, one discipline opted out of the QEP. A question was raised, “can a discipline opt out?” The
.reply was the discipline may have opted out but a few faculty members of that discipline still want to participate with the QEP.

PRESENTATION AND APPROVAL OF QEP PILOT REQUESTS

Grace informed members present that she has been talking to Dr. Dennis Brown, Vice President of Instruction, about a stipend for the QEP pilots. She requested $800.00 for each approved pilot. Nineteen pilot proposals were submitted. Task Force members at today’s meeting might approve the 19 proposals.

Members present proceeded with the review of the packet of proposals. A summary of the discussion that ensued as each proposal was reviewed included,

1. Good ideas were presented.
2. Modifications were recommended for some of the proposals. Questions regarding clarifications were asked. Grace will carry the modifications and questions forward to the individual(s) submitting the proposals.
3. Some of the proposals are not clear with respect to their assessment.
4. The individuals, whose proposals are approved, will need to meet with the QEP Task Force members to discuss progress and iron out the kinks.
5. Proposals need to concentrate on the theme of the QEP, “Know Your Community as a Community,” and, thus, should reflect the local impact as it relates to the theme.
6. “How do the Task Force members ensure that the students are learning about the community as reflected in the QEP theme?” “How did the student learn about the community?”
7. Some proposals have more than one name on them? Will the $800.00 be divided among the individuals identified on the proposal? Grace mentioned that she had spoken to a few of the initiators and some had agreed to divide the stipend should their proposal be accepted. Grace will confer with each initiator to explain that the stipend is only one amount per proposal. If a proposal has more than one name, the main initiator will need to make a decision that hopefully satisfies their participating colleagues.

All 19 submitted proposals were approved by the QEP Task Force members present at today’s meeting.

EL PASO HISTORY MUSEUM

Attention turned to the El Paso History Museum’s presentation made on October 18, 2011 on the Digital Wall. It is called the “Wall of Giants.” Do we want to follow through with the idea? It depends on the funding. The museum needs $3,000,000. It is looking for EPCC for funds ranging from $30,000 to $50,000. With the budget crises, can EPCC commit itself to funding the Digital Wall? A question was asked on whether History Museum personnel have submitted a funding proposal to the El Paso Community Foundation. Another recommendation was made to assist the History Museum with in-kind support such as assistance from our Grants Management Office.

Though, it is a good idea, the Digital Wall is not the central source of support for EPCC’s QEP topic. Additionally, EPCC could and should proceed with the QEP topic. The Digital Wall is not an immediate happening. It will take a few more years before it is fully developed.
QEP SLOs

Grace passed out a draft of the QEP SLOs. She asked the Task Force members to review them and provide any feedback they may have. Maria Gomez drafted the SLOs with assistance from Myshie Pagel and Grace.

OTHER BUSINESS

Grace mentioned that she will have a QEP presentation during Faculty Development Week for Spring 2011. She requested the assistance of the QEP Task Force members in encouraging Faculty to attend the QEP presentation.

It was also mentioned that there will not be a General Session usually held on Monday during Faculty Development week. The decision to not have a general session is because ASC is losing a large parking lot at the south end of the building, there are not enough parking spaces to accommodate all Faculty and Staff.

Discussion voiced a concern on whether Dr. Roberts, Interim President and Dr. Brown, Vice President of Instruction, understand the gravity and seriousness of the QEP as it relates to accreditation. The concern was raised in that the one has to “beg” for attention and support for the QEP. A recommendation was made that Task Force members meet with Dr. Roberts and Dr. Brown.

ADJOURNMENT

As the meeting adjourned, Grace gave a cheerful and vocal “Woo” upon noting that today’s meeting was the last meeting of the semester and the holidays were upon us. She wished everyone “Happy Holidays.”

The next meeting of the QEP Task Force will be in Spring 2011. The date is pending.

Meeting adjourned at approximately 4:40 p.m.