Present—Hamdan Ahmad, Gloria Estrada, Charles Fitzgerald, Grace Haddox, David Henry, John Lencyk, Mark Norbeck, Becky Perales, Daniel Perez, Maria Prospero, Alberto Villegas, Janine Rudnick, Dolores Gross, Carol Kay, Ursula Robles-Meza, Michael Coulehan, Maria T. Gomez

Absent but in class—Linda Brown, Antonio Vargas

Absent but called—Allison Bruce, Michelle Watkins, Gail Mallinson, Joyce Ritchey

Absent—Emma Gomez, Evelyn Mecinas, Ernesto Soto

Meeting was called to order at 3:31 p.m.

Minutes from the September meeting were read and tentatively approved with a few changes by Daniel Perez. New minutes were submitted over the e-mail and approved.

Grace Haddox asked for suggestions for the QEP webpage. Maria Gomez suggested that the minutes from the meetings be posted. It was also suggested that we post a film link to Youtube with a QEP video. Gloria Estrada suggested that the power point from Faculty Development week be posted too.

John Lencyk reported that he met with Irma Camacho to follow up on several 2009-2010 Action Plan Recommendations. John reported to the group that some progress has been made in some areas, but the topic for the QEP should not interfere with ongoing projects. Workforce Development has problem areas with returning students, displaced students, and older non-traditional students.

The task force worked on the survey that will be posted online for accessibility by all college constituencies. The group decided the survey should have a disclaimer and be anonymous. After much discussion, the categories under which faculty suggestions fell were narrowed to eight general areas of interest: Academics and Programs, Customer Service, Learning Atmosphere, Life after EPCC, Student Life and Involvement, Teacher / Student Communication, Technology, and Tutoring. Dolores Gross suggested that the wording in some areas was too general and /or too filled with jargon, so changes were made. Further, at David Henry’s suggestion, and with Dr. Kay’s affirmation, instead of rating each topic, students will rank the topics from the least important to the most important to them. After the survey, the task force will narrow the focus to the “problem areas” that come out of the results, and focus groups will be developed to narrow the general areas and develop a focused topic.

Meeting was adjourned at 4:45.