

Quality Enhancement Plan Committee

Minutes of Meeting

CHAIRPERSON: Dwayne Ferguson		
MEETING DATE: 4/10/25	MEETING TIME: 2 p.m.	MEETING PLACE: Room 209 Gullette
RECORDER: Dwayne Ferguson		PREVIOUS MEETING: 3/13/25

OTHERS PRESENT

P/N	Name and Title (list all members)	Name and Title (list others present)
P	Dwayne Ferguson, Business/QEP Coordinator, Chair	
N	Don Clinton, Vice President of Student Services	
P	Roberta Collinsworth, Professor - Mathematics	
N	Jason Cook, Programmer	
P	Christine Dobbs, Chair, Preparatory Studies	
P	Cancee Lester, Director of Shelby County Operations	
N	TBA, Instructor, School of Energy	
N	Dr. Billy Adams, Vice President of Instruction Ex-officio member	
P	Dr. Rebecca Morris, Dean of Academic Transfer, Ex-officio member	
N	Natalie Oswalt, Dean of Career and Technical Programs, Ex-officio member	
P	Tryphena Walker, Director of Institutional Planning, Ex-officio member	

AGENDA

Agenda Item	Action, Discussion, Information	Responsibility
Approve Minutes	<ul style="list-style-type: none">Minutes approved, signed, and posted in the Panola College portal.	
Old Business:	<ul style="list-style-type: none">Revise from the Introduction through SLO Consolidated section	QEP Committee
New Business:	<ul style="list-style-type: none">Decide location of impact statementsRevise Lessons Learned section of the QEPRevise to no more than 10 pages	QEP Committee
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	The QEP draft has been revised from the Introduction through the SLO Consolidated section.
New Business:	The meeting was called to order at 2 p.m. by Dwayne Ferguson, chair of the QEP Committee.
Minutes	The minutes from the last QEP meeting were approved and are posted in the College's portal.
Revise the QEP Impact Report	<p>The committee reread and revised the QEP Impact Report including the SSGs narrative and analysis of the data. A number of revisions were made.</p> <p>The committee spent a good bit of time on the Lessons Learned from the QEP section. Mr. Ferguson asked whether the impacts should be at the end of that section or in the third section on the QEP's impact on student learning and success. The consensus was to summarize the impacts in the impact section; then proceed to the lessons learned section.</p> <p>Mr. Ferguson presented eight lessons learned in this last section telling the group we needed to pick the ones that were most important and also order them like we want the SACSCOC reviewer to read them. The committee wanted to make sure we included information about Cashonna Brewster, the new Success Coach hired by Panola College this year and talk about how she is tracking down students with some college, no credential or transfer. Mr. Ferguson will get more info from Cashonna Brewster about steps she has taken so far. This should help increase graduation/completion rates and increase transfers. Mr. Ferguson said that he had talked with Reanna Hart and she was working on the resources data. The committee agreed that we should just list other overlapping initiatives in paragraph form instead of tracking down each LF student that took advantage of a certain resource. The group also thought we should have something in the report about restructuring at the college that has occurred over the last year.</p> <p>Mr. Ferguson has asked Professor, Tammy Mothershed to review the document for grammar, punctuation, and clarity of thought. He will make minor revisions and bring the rest to the committee at the next meeting.</p> <p>The document still has to be reduced from 12 pages to 10 which is required. This will be done before or during the next meeting.</p>
Adjournment	The meeting was adjourned at 3:30 p.m.
Committee Decisions:	<p>The following decisions were made at this meeting:</p> <ul style="list-style-type: none"> • Finish the Lessons Learned from the QEP section of the report. • Ask Tammy Mothershed, Professor of English, to suggest edits and clarification to the draft QEP Impact Report. • Revise the report to 10 pages.
Other:	The next meeting will be 2 p.m. on April 24.

CHAIRPERSON SIGNATURE (or designee): Dwayne Ferguson <i>Dwayne Ferguson</i>	DATE: 4/10/25	NEXT MEETING: 4/24/25
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