

SWTJC QUALITY ENHANCEMENT PLAN (QEP) MEETING

January 15, 2015
11:00 am – 12 noon
Uvalde –ESPN 15

Meeting called by: Dr. M. Burchfield & Randa Schell **Type of meeting:** Planning Meeting
Facilitator: _____ **Note taker:** Hannah Gonzalez

Timekeeper: TBA
Attendees: Committee Members
Please read: Please read Vision to Action Summary
Please bring: Ideas for an Acronym that communicates our plan

AGENDA ITEMS

Topic	Presenter	Time allotted
✓ Update on QEP activities	Mitchel	5 minutes
✓ Step One of Vision to Action –Collect and Analyze Data	Mitchel	10 minutes
✓ Step Two of Vision to Action—Describe the Current Situation	Mitchel	10 minutes
✓ Step Three of Vision to Action—Create a Vision of the Future	Randa	10
✓ Select Acronyms to send to faculty	Mitchel and Randa	10
✓ Questions and discussion		
✓		
✓		
✓		
✓		

OTHER INFORMATION

Observers: _____
Resources: _____
Special notes: _____