The SEC meeting was held on Tuesday, August 30, 2005 at 2:00 p.m. in Bailey 200. Members present were Paul Hankins, Lynn Byrd, Barry Campbell, Elaine Lambert, and Paul Starkey.

The SEC reviewed the timeline for the Quality Enhancement Plan. Items discussed were as follows:

1) Smart Classrooms and Smart Cart Implementation
   a. Per Felix Rizvanov, Director of the Technology Learning Center, there are 28 smart classrooms across the campus.
   b. Delta State has the capability of seating approximately 1100 students in HighTech Rooms.
   c. Seventeen smart carts have been fabricated, assembled, tested, and delivered to departments.

2) Student Engagement Committee Funds
   a. There is approximately $40,000 in the SEC fund. The money should be used for faculty development workshops, SEC conferences, and other initiatives deemed appropriate by the Student Engagement Committee.
   b. Beverly Moon is hosting a service learning workshop September 22-23, 2005. She is seeking a contribution from the SEC to help fund publicity for the event. Luther Brown has also asked if the SEC will donate money to help fund a reception for the service learning event. The SEC agreed to give $750 to help with this project.
   c. The National Survey of Student Engagement (NSSE) is to be conducted every three years. Every other year, an in-house student engagement
survey should be conducted. The SEC will review the survey instrument that was used at DSU in 2003 and make small changes, if needed. The survey should be administered during the spring semester of 2006.

Open House for the Student Engagement Office is tentatively scheduled for a day during the week of September 19, 2005. The committee discussed events and/or resources that should be available during the Open House. Some of the items are listed as follows:

1) Access to the Student Engagement Office (hours available)
2) Display books and other resources housed in the SEC office
3) Compare NSSE and FSSE results
4) Launch the SEC Website

The new SEC is charged with the responsibility of employing a Writing Program Director. If this position is accepted by a DSU faculty member, they will receive half release time. Money to pay an adjunct to teach the two courses that would normally be taught by that faculty member will come from SEC funds. The group discussed the possibility of making this position a permanent position, rather than a five year position. Paul Starkey is investigating this idea further.

The next meeting will be held on Tuesday, September 6, at 2:00 p.m. in our Bailey office. The meeting was adjourned at 3:10 p.m.

Respectfully submitted,

Lynn Byrd