The SEC meeting was held on Tuesday, September 13, 2005 at 3:05 p.m. in Bailey 200. Members present were Paul Hankins, Lynn Byrd, Barry Campbell, Jennie Gunn, Elaine Lambert, Paul Starkey, and Darlene Crone-Todd. The agenda was unanimously approved. Minutes from the previous meeting, held on September 6, 2005, were read and approved.

A draft comparing the current NSSE and FSSE survey data has been computed by the Department of Institutional Research at DSU. SEC members will analyze the data to determine how student perceptions of engagement compare to instructor/professor perceptions of engagement. From this, we will develop a campus-wide faculty development seminar that may be held during the spring semester of 2006.

The SEC is also responsible for conducting two college specific workshops during the calendar year. Each student engagement champion should meet with faculty from their college/division and with their dean to learn how technology and web-based communications is being used in each school/college. From this, the SEC will determine college specific workshops that can be developed to further enhance faculty/student learning through the use of technology and web-based communications.

SEC is to administer an in-house Student Engagement Survey. The survey will be given during the spring semester of 2006. All freshman and senior level students will complete the survey.

Per the QEP Timeline, 25% of undergraduate and 30% of graduate courses will be incorporating advanced instructional technology practices by spring 2006. Fall 2005, syllabi will be collected and reviewed to find the different ways that technology is being
used in each school/college. Department chairs will formulate a report stating how 
technology is used in each department. Academic Council will then evaluate the 
technology uses and identify areas that are not making progress. SEC members should 
remind deans that all technology uses need to be clearly stated in the course syllabi.

SEC is charged with the task of hiring a Writing Program Director. The Writing 
Program Director will be given half release time. Money to pay an adjunct 
instructor/professor to teach the two classes that would normally be taught by the faculty 
member who accepts the WAC position will come from SEC funds. We will advertise the 
position and also talk with members on the Writing Across the Curriculum Committee and 
see if anyone is interested in the position.

SEC has approximately $22,500 ($19,000 travel and $3,500 commodities). A 
detailed report of the budget is attached to the minutes.

SEC is partnering with the Teaching Excellence Committee to conduct the ROMEA 
Faculty Development Conference that is going to be held at Delta State University on 
Wednesday, September 28, 2005. SEC is helping in the following capacities.

- Financial support
- Serving as facilitators and presenters – Paul Hankins and Elaine Lambert
- Creating and maintaining the conference website – Lynn Byrd
- Creating the conference program – Lynn Byrd
- Providing students to help with set-up and registration

Open House for the Student Engagement Office is tentatively set for October 4, 
2005. Paul will prepare an announcement to be posted in Campus Connections.

SEC members need to research and find conferences to attend to learn more about 
student engagement. Paul Starkey stated that the SACS Conference will be December 3- 
6, 2005 in Atlanta, GA.
SEC needs to schedule a meeting with the QEP steering committee. Paul will work on updating the QEP Steering Committee Membership roster.

The next meeting will be held on Tuesday, September 20, 2005 at 3:00 p.m. in Bailey 200. Their being no further business, the meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Lynn Byrd