MINUTES
STUDENT ENGAGEMENT CHAMPIONS
April 16, 2004

Present: Darlene Crone-Todd, Marion Raines, Alan Barton, Jan Cooper, John Thornell, Bill Spencer, Collier Parker, Larry Lambert

Absent: Luther Brown

Provost John Thornell, SACS Liaison Bill Spencer, academic deans, and Technology Learning Center Director Larry Lambert were invited to this initial meeting of the SEC in order to promote an integrated implementation of the QEP components that the SEC is charged with overseeing.

Officers: Provost Thornell asked Darlene Crone-Todd to serve as SEC chair, and Crone-Todd agreed. Marion Raines offered to serve as secretary to ensure the maintenance of good records of SEC decisions and actions.

Release Time: Provost Thornell advised SEC members to discuss release time with their respective department chairs.

SEC Decisions
• The SEC will write an annual report that details the year’s accomplishments and that makes recommendations for the next year. These annual reports will ensure continuity from one year to the next and will greatly facilitate the production of the 5-year Impact Report that must be filed with SACS.
• The SEC will produce and distribute a monthly electronic newsletter as one means of communicating with the campus. The responsibility for the newsletter will rotate among SEC members.
• Based on a SACS recommendation, a QEP Steering Committee of 15-20 critical personnel will be recruited to ensure that the QEP can be effectively implemented.

Other Discussion
• Provost Thornell shared articles from The Chronicle of Higher Education (“What Makes Great Teachers Great?” Attachment #1) and from Academic Leader (“University Rewards Students for Participating in Co-curricular Events” Attachment #2).
• Darlene Crone-Todd emphasized the importance of keeping records and of communicating to others.
• Provost Thornell pointed out that the QEP process will offer the SEC some excellent research opportunities that could lead to publications. He also noted that the implementation of the QEP could provide a dissertation topic for a doctoral education student.
• It was suggested that an SEC logo be developed to make the SEC newsletter easily recognizable. When the electronic newsletter is sent out, each department head will be asked to print one hard copy and to put it in an easy-to-access, central location.

• Dean Parker suggested that in addition to the newsletter an SEC webpage with links could also be constructed and maintained. Associate VP Spencer agreed to talk with Michelle Roberts about the possibility of website space for the SEC.

• TLC Director Larry Lambert asked for help/clarification on the scope of the baseline data called for in QEP Goal # 2.

• Dr. Crone-Todd pointed out the need for office space for the SEC—a central location, perhaps in the Union, where a computer and filing cabinets would be available and where SEC conferences could be held. She also suggested the need for 2 student workers to assist the SEC. Spencer offered to contact Wayne Blansett on both matters.

• Spencer distributed copies of the preliminary draft recommendations from SACS for revisions of Delta State’s QEP (Attachment # 3).

**Next Meeting:** The next SEC meeting is scheduled for Tuesday, May 4th, 2004 at 2:00 p.m. in the Academic Affairs conference room.