



Meeting Agenda

QEP Advisory Committee

January 31, 2024

1:00 – 2:00

Microsoft Teams or ADMIN Bldg., Room 215

- I. Approval of November Meeting Minutes (Cravens)
 - *Two amendments on the representation of two members.*
 - *Motion to approve by Julie McCauley*
 - *Second Jennifer Hughes*
- II. Introduction of New Members (Stangl)
 - a) Tonya Massey (USH)
 - b) Jaeki Song (Rawls)
 - c) Teegan Stubberfield (student)
 - d) Brianna Scott (student)
- III. Update on Branding the QEP (Cravens)
 - a) Elevator pitch
 - b) Name
 - c) Branding considerations
 - *The marketing department will be helping, and more information to come in the March meeting.*
- IV. Shmoody App Update (Sauer)
 - a) Fall launch: 814 + students
 - *Official launch was in November and lots of good information has already been collected.*
 - *Sauer shared an update and recap of the fall 2023 progress as well as the mission and student learning outcomes, and the overall impact of Shmoody.*
 - *98 at risk student have been identified since November as well as 142 instances of students in a mental state of depressed (60) and stressed (82).*
 - *Question of FERPA regulations when discussing parental involvement. The student's information and participation in the app are fully protected. There is no danger in violating FERPA through the parental satisfaction.*

- *Discussion of when the app is fully used by the whole undergrad body, how will the Dean of Students office handle all the reach out? We have not yet had any triggered contacts. The goal is to prevent students from reaching that trigger, but the Dean of Students office has been in contact and is aware that if they get too overwhelmed, to reach out.*
- *Students have several options when they are in distress, not just the Dean of Students office.*
- *Goals of next semester: reach more students, identify more at-risk students, and grow the community.*

V. Update on QEP Projects

a) Course (Cravens/Stangl)

i) Research Assistant

- (1) Integrate into academic side of TEch
- (2) 8 dimensions of wellness
- (3) For credit class.
- (4) Dr. Miller and Raider Ready Course

- *Jaclyn's research assistant is pulling current course offerings and categorizing them by the 8 dimensions of wellness to see if we can work with what we already have.*
- *How do we reach all students? It is recognized that this is a challenging task, but we are optimistic in this exploratory phase.*

b) Update on WISHES Administration (Carroll)

i) Desire of 1,400/received 1,700 responses

- *With 99% confidence with 3% margin of error*
- *Focusing on Hispanic populations*
- *Included statistics about drinking as well as physical and mental health.*
- *Moving forward doing at least 2 surveys per semester in order to create a pulse in terms of change through different years and being able to track data longitudinally.*

c) Need for Well-being Center (Stangl)

i) Collect student feedback.

- *We are going to table this until we have some student feedback.*
- *More information to come in the March meeting.*

VI. Faculty-Student QEP Research Initiative (Cravens)

a) Prepare formal research proposal

i) Make it sustainable

ii) Due 1/31

- *Request from two researchers to assist in the QEP as well as provide students involvement.*
- *We have requested them to prepare a more formal research proposal with budget, process, and information regarding what they need as well as how it would be sustainable beyond the QEP.*
- *That proposal is due today, but has not yet been submitted. Once it is, it will be reviewed by Jill Stangl, Jaclyn Cravens, and Jennifer Hughes, then brought back to the Executive committee.*
- *More information to come.*

VII. Subcommittee Reports

- a) Chapter 1 Topic Identification and Development: Jennifer and OPA staff
 - i) How did this come to be?
 - *Jennifer Hughes and OPA and are working on it, and will have it done by the deadline.*
- b) Chapter 2 Literature Review: Jaclyn and Charles
 - i) In process
 - *Several meetings have taken places and are working on getting this put together.*
 - *Please send any references or citations to wellness on campus to aid in this step.*
- c) Chapter 3 QEP Projects and Implementation: Jill and Julie
 - i) In process
 - (1) Large and small
 - *Working to dwindle down the list of projects and planning to meet again soon.*
- d) Chapter 4 QEP Student Learning Outcomes and Assessment Plan: Jennifer
 - i) Established
 - ii) Working on assessment plan
 - *Met regularly in the fall and have SLOs for the entirety of the project and are meeting soon to work on the assessment plan.*
- e) Chapter 5 QEP Plan Budget
 - i) Need to attach projects to budget items
 - ii) Dumont Janks
 - *Budget meeting this last Monday and have reviewed the preparation plan budget but have not yet started on putting numbers to projects but will be working on attaching the figures.*
 - *Want to have a seat at the table for the DuMont Janks survey.*
- f) Chapter 6 QEP 5-Year Comprehensive Timeline

Next Meeting: Tuesday, March 26th @ Noon