



Meeting Minutes

QEP Advisory Committee

March 26, 2024

12:00 – 1:00

Microsoft Teams or ADMIN Bldg., Room 215

- I. Approval of January Meeting Minutes (Cravens)
 - *Motion to approve by Jennifer Hughes*
 - *Second to approve Eric Maki*
- II. QEP 2025 name and update on Branding the QEP (Cravens)
 - *Tech Thrive – 2025 QEP Name.*
 - *We are hoping to have some mockups for branding by mid-April. Hopefully will be able to share them at the next meeting in May.*
- III. Meeting with Dumont Janks (Stangl)
 - *Sean Childers and Cindy Akers, we were able to visit with them and explain the corridor idea, listing the wellbeing spaces in the southern band of campus. The idea is to expand on this, without moving anything major. They were very receptive to this idea.*
 - *DumontJanks did have a request for a list of the current wellbeing locations as well as a draft of chapter three: project and implementation plan. We will supply this but limit it to only items that specifically address physical space and grounds.*
- IV. Update on QEP Projects
 - a) Course
 - i) *Going through the undergrad catalog and identifying courses that fit within the 8 dimensions of wellness to try and see what options may be available that is already in student's developed degree track.*
 - ii) *Putting together a proposal for the potential of a required undergrad class.*
 - iii) *Hopefully be able to report in May about this as a project moving forward.*
 - b) QEP physical space needs
 - i) *There has not been a need for a 'center,' instead we have decided there will be a need for an office space to manage the other programs that will be across campus in high traffic areas. Run by a full-time employee and a few grad students. This would be a hub to start a wellbeing journey of seeking any type of wellbeing assistance, and most likely located in the SUB.*

- ii) *Kiosks (wellbeing information desks) located around campus. Grad students would man these spaces. There was heavy discussion about the kiosk including times of operation, location, number of workers, technology and more. Will be explored in the project committee meeting.*
- iii) *Student Mind Spa- in the heart of campus to facilitate ease of use by students. This would be an expansion of the existing mind spa. Possibly located in the SUB or the library, but the location is still to be determined.*
- iv) *Want these physical needs identified by the end of April to include them in the final draft.*
- v) *Estimate the cost of building/construction for the QEP budget.*
- vi) *Around a year 2 or 3 completion.*
- c) **Smaller projects**
 - i) *Signage throughout campus highlighting different dimensions of wellness. Similar to the centennial light post signs.*
 - ii) *Adopt the Okanagan Charter (year 1 or 2 project).*
<https://www.healthpromotingcampuses.org/okanagan-charter>
 - iii) *Wellbeing Wednesdays. This would not be every single week, but several times throughout the QEP.*
 - iv) *Resource compilation that identifies all current as well as future wellbeing resources and connecting them with the 8 dimensions.*
 - v) *Potential expansion of current financial wellbeing programing.*
 - vi) *Expanding access to digital platforms, expanding Shmoody into the RRO space. Start the literacy initiative before students get here that can be used and continued throughout their educational journey.*
 - vii) *Data Driven Decisions: Continue administering WISHES and using the data to inform our future decisions. Possibly looking into other tools that can be used periodically to contribute to student wellbeing data on campus.*
 - viii) *Discussion of a possible student advisory group.*
- V. **Subcommittee Reports**
 - a) **Chapter 1 Topic Identification and Development: Jennifer and OPA staff**
 - *As OPA finalizes, they will send out for review as an oversight, but it is going well and they are on track.*
 - b) **Chapter 2 Literature Review: Jaclyn and Charles**
 - *Subsections are lined out and are currently being pulled together into a cohesive voice.*
 - c) **Chapter 3 QEP Projects and Implementation: Jill**
 - *See project list above. They will meet again this week. They are working hard to hone in on the project list and the draft is coming together nicely.*
 - d) **Chapter 4 QEP Student Learning Outcomes and Assessment Plan: Jennifer**
 - *Another meeting this week, so far, the SLOs have been mapped to the current project list. The next step will be to identify some assessment methods.*
 - e) **Chapter 5 QEP Plan Budget: Jennifer and Exec. Committee**
 - *As the projects are becoming finalized, dollar amounts are being assigned to these projects.*
 - f) **Chapter 6 QEP 5-Year Comprehensive Timeline.**
 - *Will be addressed at another time.*

