

QEP Meeting Minutes - 10/1/2015

QUALITY ENHANCEMENT PLAN E-PORTFOLIO AND ASSESSMENT SUB-COMMITTEES

Minutes

October 1, 2015

2:30 p.m., JBH 123 Conference Room

Attendees: LeAnn Allison, Jodi Rodriguez, Michelle Hernandez, DeDe Griffith, Dana Byal, Cathy Kemper-Pelle

1. **What is being done**

Video Equipment: Update on the purchase of video equipment.

Grading Rubrics: Discussion of the grading rubric and what it should involve. Reviewed a few sample résumé rubrics and résumé videos.

Video Project Instructions: Discussed the guidelines from the QEP. Used these to assemble the Pre- and Post-instructions. These will be sent out to committee members to approve via email once they are cleaned up.

1. **Next Meeting – Student Success Course Subcommittee, JBH 124 at 7:30 a.m. on October 21.**

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