



## **QEP Leadership** Meeting Minutes

***Date of Meeting :*** April 26, 2004

***Present:*** Dr. Cabral-Cabral-Maly, Patti Levine-Brown, Jill Bradberry, Dr. Dumbleton, Norm Will, Steve Bowers, Dominique Dieffenbach, Victoria McGlone, Richard Greene, Lynne Crosby, Judy Burnett, Tracy Pierce, Sheila Kerr, Dean Moore, Linda Martin, Janet Smith, Kathleen Ciez-Volt, Jack Chambers, Milt Russos

***Next Meeting:*** TBA

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- **Report of SACS QEP Process Meetings - Advocates/Process Owners**
  - All felt that the SACS visit went very well. The SACS team questioned each group about the reporting procedures for QEP initiative. The SACS team would like to see quantitative measures regarding each initiative. The QEP leaders stated that some of the initiatives were not meant to be measured with numbers but FCCJ will try to provide reports with statistics and measured results where appropriate. Dr. Maly provided notebooks to members that were compiled for the SACS visit. She stated we have a number of QEP books left also.
- **Noel-Levitz Satisfaction Survey Results**
  - Linda Martin went over results of Noel-Levitz Survey (document attached.)
- **Discussion of the Creation of 5.07 of QEP Plan**
  - To be discussed at next meeting due to the absence of Carol Spaulding.
- **2004 – 2005 QEP Leadership Meeting Schedule and Benchmark Report Due Dates**
  - It was agreed by QEP Leadership team that reports will be due on November 15, 2004, February 15, 2005 and May 15, 2005. Future meetings will be held bi-monthly on Monday afternoons from 1:30 pm-3:30 pm.