

**University of Central Florida Reaffirmation of Accreditation  
Quality Enhancement Plan Planning and Development Committee**

Minutes – June 10, 2014 – 11:00 a.m.

Karen L. Smith Faculty Center for Teaching and Learning, CB1 205

*In attendance:* Weston Bayes, Lynn Becker, Penny Beile, Divya Bhati, Bill Blank, Paige Borden, Robert Borgon, Melody Bowdon, Nataly Chandia, Thomas Cox, Madi Dogariu, Julie Hinkle, Ulla Isaac, Terry Knox, Hank Lewis, Brett Morrison, Patsy Moskal, Dan Murphree, Fidelia Nnadi, Alice Noblin, Reid Oetjen, Heather Peña, Kimberly Schneider, Blake Scott, Elliot Vittes, Youcheng Wang

**I. Welcome and Introductions**

Elliot Vittes welcomed the committee and facilitated the introduction of first-time attendees.

**II. Small Group Examination of Topics**

Melody Bowdon offered guidelines and instructions for small-group discussions of five potential QEP topics, focusing on the following key considerations:

- A. The topic's congruence with UCF's mission, vision, and goals.
- B. The level of need and relevance to undergraduate students and the UCF community reflected in the topic.
- C. The description of the topic, paying close attention to its need to be focused yet with interest across disciplines.
- D. The potential avenues for implementation of the topic.

**III. Small Group Discussions**

Committee members self-selected into groups, according to their interests in the sample QEP topics and their areas of expertise. Each group discussed one of the five topics, according to the guidelines that Bowdon presented. The committee members who chose to focus on the topic "Increasing Academic Challenge: Numeracy and Problem Solving" were unable to attend the meeting, so that topic was not discussed. One group, labeled "Other," reviewed examples of past QEPs from other institutions and brainstormed additional topics.

**IV. Debrief of Discussions**

Bowdon and Vittes led the committee in a debriefing of their small-group discussions, in which committee members offered insights about their respective topics and suggestions for moving forward.

The meeting adjourned at 12:00 p.m.