

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

Minutes – June 24, 2014 – 11:00 AM

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

*In attendance:* Weston Bayes, Penny Beile, Divya Bhati, Bob Borgon, Melody Bowdon, Madi Dogariu, Veena Garib, Julie Hinkle, Ulla Isaac, Jeff Jones, Pat Lancey, Hank Lewis, Brett Morrison, Tammy Muhs, Dan Murphee, Fidelia Nnadi, Alice Noblin, Reid Oetjen, Kimberly Schneider, Youcheng Wang, Kerry Welch, Amy Zeh

**I. Welcome, Introductions, and Information**

Melody Bowdon welcomed the committee and made the following announcements:

- Website is online: <http://undergrad.ucf.edu/QEP>
- Planning & Development committee members were encouraged to send email messages to the various constituencies they represent seeking participation in selecting the next QEP topic
- The committee decided to not meet on Tuesday, July 1 or on Tuesday, July 22. This will allow the subgroups to work on their areas before the next meetings.
- Meeting agendas and minutes are available on the website

**II. Small Group Discussions and Development**

The small groups met and continued discussion of the various topics. Each small group was asked to write a paragraph including the following information:

- Title (if you have created one)
- Description of the topic – this is the most important section for today’s discussion
- Potential projects and assessments – interdisciplinarity
- Data available to support the need for the project
- Which other topic(s) could become part of your topic

Pat and Divya were available to assist groups with data requirements and to explain what information is currently available. They joined in discussions of the topics with the subgroup members.

The *Increasing Academic Challenge* group merged with the *Globally Competent* group for today’s discussion.

**III. Debrief and Sharing Topic Descriptions**

Bowdon led a debriefing session with presentations from each group on what they had achieved. The discussion noted similarities from many of the groups and potential themes that were developing.

**IV. The meeting adjourned at 12:15 PM.**