***QEP Development Team Meeting***

**Minutes for October 11, 2010**

Presiding: Dr. Bolin

Present: Brenda Bender, Mark McCallon, Florah Mhlanga and Greg Powell

Absent: Jeff Arrington, Rob Byrd, Kyle Dickson, Colleen Durrington, Jared Elk, Kris Evans, Jaime Goff, Kaye Price-Hawkins, Scott Perkins, Autumn Sutherlin, and Jennifer Shewmaker

***IDEAS****--*After Dr. Bolin presented the *IDEAS* name for our QEP Brand at the SACS Leadership Team Meeting this morning, it was decided that the brand should be sent back to the QEP Development Team be fine tuned. Because time is growing short, it was suggested that the QEP Development Team “close the door and concentrate on bringing closure to this as soon as possible.” A final title showing links between the 3 tag words, *Explore, Create, Express* and *IDEA* needs to be chosen with linear graphics in sequence. Since *IDEA* represents the “idea” of Undergraduate Research, it was decided that it is best if we pursue *IDEA* as a brand. Choosing the *IDEA* name means the title is not up for discussion anymore.

**QEP Budget** – Dr. Bolin went over the Five-Year QEP Budget proposal that she presented this morning to the SACS Leadership Team. The SACS Team is very supportive of the request and did bless the document after a few changes. The document that you have before you is the revised budget. The total 5 year budget did not change, it is still $1.7 million +.

* We then discussed the concept of stacking money from different sources with the *IDEAS* Grant. The question was asked if we could use these funds in conjunction with other funding. After a discussing the consensus was that we should be able to stack.
* Since the *IDEA* Grant will be a grant for exceptional work with students we discussed who will be in charge of overseeing the grants, reports, and selection of recipients. Should there be a standing committee to be in charge of the grants? It was suggested to push the responsibility to departments and make them responsible for giving reports to the appropriate reporting areas. It was also suggested that stacking funding from OUR & IDEA Grants for accounting purposes could get double counted. Therefore, a question could be added to the application that would help us resolve problem. The question could be something like “Where else are you submitting this proposal” and/or change the question to read “detailed budget for entire project”.

**Research Festival**--It was suggested that the Research and Creative Endeavors Festival be renamed to “*IDEAS Fest*”.

We also discussed think about changing the time for meetings due to low attendance/participation. Dr. Bolin needs your support and input for finishing the details of the QEP plan.

Also, what are objectives should be focused on for the presentations to the faculty in the Adams Center next Monday?

Meeting adjourned at 12:51pm

Minutes by Maevonne Corsey

No Agenda

6 Handouts

1. Five–Year QEP Budget Proposals

2. Comparison of 5-Year Budgets

3. Proposed Impact of QEP to Faculty

4. QEP Budget Line Narrative

5. Brand Name – IDEA

6. Quality Enhancement Plan - Idea