

## Minutes

QEP Implementation Team Meeting

S-262D

October 4 2012, 1:00-2:00 p.m.

Eileen DeLuca	<b><i>Present</i></b>	Martin Tawil	<b><i>Absent</i></b>
Kathy Clark	<b><i>Absent</i></b>	Kristin Zimmerman	<b><i>Absent</i></b>
Tom Rath	<b><i>Present</i></b>	Whitney Rhyne	<b><i>Present</i></b>
Erin Harrel	<b><i>Absent</i></b>	Christine Davis	<b><i>Present</i></b>
Duke Dipofi	<b><i>Absent</i></b>		

1. Eileen and Tom reported on the QEP Advisory Meeting. There was college-wide representation and a student representative. Summer Term Pilot Assessment data were reviewed and subcommittee reports were given. The VPAA was unable to attend due to illness.

2. Subcommittee reports:

- **FYE Programming:** Whitney shared updates on programming. More than 30 students including a student from Collier participated in the Imaginarium “Boo Bash” event. Whitney met with Linda Johnsen on Collier on October 10. They discussed ideas for FYE Programming and a spring kickoff event on Collier. The next Service Saturday event is at the Harry Chapin Food Bank on Saturday, November 17. Whitney will invite SLS students from all campuses. Check out: <http://www.edison.edu/fye/workshops.php>
- **Curriculum:** Martin was absent due to a family emergency. Eileen reported that the faculty continue to meet regularly via Community of Practice sessions. The faculty will be standardizing the Success Strategies rubric.
- **Training and Development:** Additional trainings have been added to the TLC calendar. Martin and Eileen are also offering trainings through Webinars. Eileen asked that committee members spread the word to faculty and staff to check out the TLC calendar for updates. Check out the TLC offerings at <http://www.edison.edu/tlc/octworkshops.php>
- **Orientation/Advising/Registration:** Tom reported on the October 11 meeting. The committee agreed to a plan in which advisors on all campuses would lift holds for students who are currently enrolled in SLS 1515. The hold will be lifted until the end of term. Advisors would then go in and put the hold back on any students who subsequently withdrew or received below a “C.” This will give advisors the opportunity

to meet with these students and encourage them to retake the course. New students who attend registration and enroll in the course will have the hold lifted until just before spring classes begin. The advisors will monitor continued enrollment. Before the implementation meeting Kristin shared a report with Tom and Eileen that came from Milana showing students with the hold who had not enrolled in the course. The number seemed large to members, but the report may need to be modified to limit the search to students who are actually enrolled in courses. Whitney also noted that there were a number of students who were listed twice due to having an ID for recruiting and a separate one for admissions. Kristin has already asked for a modified version which she will share with the group.

- QEP Assessment: Eileen shared a draft of the Success Strategies survey that was developed by the QEP Assessment Committee. As per the QEP Assessment plan, random samples of final essay assignments were collected from across campuses. Members of the QEP assessment committee used Grounded Theory to code the essays. The codes were grouped into concepts and categories. The concepts and categories were used as a basis for the survey items. The implementation team gave suggestions for revisions. Eileen asked that any other suggestions be submitted prior to the end of fall 2012.

Eileen shared the SIR II Pilot Data for the Summer Term. In all areas, the SIR II results met the stated goal.

Departmental/ Unit Outcome	Measurement Method/ Assessment Tool	Outcome-Specific Goal (Performance Expectation)	Actual Results	Use of Results
<b>Once fully implemented, the QEP will facilitate an increase in student retention rates, rates of persistence, and graduation rates.</b>	Course Outcome items from SIR II: 29, 30, 31, 32, 33 and Student Effort and Involvement items: 34, 35 and 36	Beginning AY 2012-13, faculty results for these items will meet or exceed the comparative mean for four-year institutions.	For the Summer 2012 SIR II administrations, the overall mean score for the "Course Outcome" Items was 4.39, which exceeds the comparative mean for four-year institutions (3.75). For the "Student Effort and Involvement" Items, the overall mean score was 4.17, which exceeds the comparative mean for four-year institutions (3.74).	The SIR II data from summer 2012 were reviewed at the QEP, Implementation Team Meeting on October 18 and the QEP Assessment subcommittee meeting on November 14.
<b>Through each phase of implementation, the QEP will foster increased rates of student satisfaction</b>	Faculty/Student Interaction items from SIR II: 11, 12, 13, 14 and 15 Subset of Active	Beginning AY 2012-13, faculty results for these items will meet or exceed the comparative mean for	For the summer 2012 administration, the overall mean score for the "Faculty-Student Interactions" Items was	The SIR II data from summer 2012 were reviewed at the QEP, Implementation Team Meeting on October 18 and

Departmental/ Unit Outcome	Measurement Method/ Assessment Tool	Outcome-Specific Goal (Performance Expectation)	Actual Results	Use of Results
<b>and student engagement. The success of this measure will be demonstrated through the quality of student/student, student/faculty, and student/college engagement.</b>	and Collaborative Learning items from CCSSE: 4f, 4g, 4h, and 4r	four-year institutions.	4.82, which exceeds the comparative mean for four-year institutions (4.37).	the QEP Assessment subcommittee meeting on November 14.
<b>As the faculty complete the Cornerstone Experience Instructor professional development modules, they will apply newly obtained knowledge to their practices to promote critical thinking and enhance the likelihood of success for first-year students.</b>	SIR II Communication items: 6, 7, 8, 9 and 10	Beginning AY 2012-13, faculty results for these items will meet or exceed the comparative mean for four-year institutions.	The overall mean score for the "Communication" Items was 4.73, which exceeds the comparative mean for four-year institutions (4.37).	The SIR II data from summer 2012 were reviewed at the QEP, Implementation Team Meeting on October 18 and the QEP Assessment subcommittee meeting on November 14.

- Early Alert: Whitney reported on Early Alert progress on Lee Campus. The group has a Canvas Web page. The Enterprise Team is working on activating Banner's Early Alert features. The group talked about the possibility of having a college-wide committee, with appropriate responders on all campuses. Tom discussed the idea of having the campus-based threat assessment and responders. He also wants to see the committee consider Student Development Theory as it shapes the program.

3. Spring Schedule and Faculty Recruiting: At a recent Dean's Council, Eileen asked the Deans and the VPAA to consider allowing extended overloads for full-time faculty wishing to teach the SLS 1515 course.

4. Upcoming Conferences: Kathy, Eileen, Martin, Rebecca, and Whitney have submitted proposals for the FYE Conference in February 2013. They will all attend the conference whether or not proposals are accepted. Each of them will lead Cornerstone Training modules. Eileen will recruit interested faculty to attend the Critical Thinking Conference in California in summer 2013. Those who choose to attend will be asked to lead Critical Thinking modules in the TLC (as last year's attendees are now doing).

Minutes submitted by Eileen DeLuca