

Minutes

QEP Implementation Team Meeting

S-262D

November 1, 2012, 1:00-2:00 p.m.

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

1. Spring Schedule and Enrollments: Eileen reviewed the current SLS 1515 enrollments. The numbers are low, but Kristen noted that there has only been one Lee Campus orientation so far. There should be increased enrollments next week. Eileen asked that if advisors or orientation leaders on any of the campuses feel that an additional time/section is needed for SLS 1515 or developmental courses, to let her know. Some students in SLS 1515 had asked for M/W morning classes, but currently we are being asked to schedule M/W afternoons or M/W/F mornings. The group discussed the SLS 1515 hold. We are waiting on a refined report from Milana Williams regarding students requiring SLS 1515. Whitney suggested that the letter that Catherine Bergeson created for students needing to enroll could be mailed out now for those who tested into two or more developmental courses but did not enroll in fall 2012. There was some discussion about the new enrollments and how to monitor whether or not they have enrolled in SLS 1515 from spring semester. The issue was unresolved. Tom volunteered to work on a resolution and the issue will be discussed further at the upcoming OAR Subcommittee meeting.

2. Subcommittee reports:

- FYE Programming: Whitney shared updates on programming. Charlotte Campus has begun marketing a “Wired Wednesday” technology workshop series that now appears on the FYE programming page. Linda Johnsen (Collier) has used the FYE identifier when scheduling events so they will now populate on the FYE programming page. Collier Campus may now have an office in the M building for peer architects. On Lee campus, the “Frosh Mosh” club has had three meetings. The Lee Campus has also formed a partnership with James Holland to offer a Career Workshop series in the spring. Peer Architects will “re-apply” for positions in the spring. The Finance Office wants to do a series of workshops in the SLS courses. Eileen and Whitney will meet with them next week. New peer architects for fall 2013 will be hired in March. Check out: <http://www.edison.edu/fye/workshops.php>

- Curriculum: The Curriculum Subcommittee met on October 25. The group approved revising the current journal minimum word count to 200 words to be implemented in the spring semester. They also will streamline the journal topics from 10 to 7 by consolidating some of the topics. The group approved the idea of offering an honors section with additional requirements. The group discussed a new name for the Passport assignment. Some ideas include the Edison Traveler, Edison Navigator, Edison Explorer, Edison Social Connections, and Edison GPS. The group discussed making attendance at either a group advising session or a one-on-one advising session a requirement for the Passport assignment. This could be a way to monitor student consultation with advisors. Kristen will work with Martin to explore advisor visits to Lee Campus courses for the fall semester. With the mirror sections, it may be feasible that all classes could be visited in pairs. These visits would not count towards the Passport assignment requirement. Students would need to participate outside of class (e.g. group advising or one-on-one) to get credit towards the Passport.
- Training and Development: Additional trainings have been added to the TLC calendar. Martin reported on the first Webinar. There are pros and cons to doing the Webinar, but it does allow access from all campuses. Eileen will do a Webinar next week. 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: The next meeting is November 8. Tom suggested that having an understanding of the advising model may help guide the process.
- QEP Assessment: Eileen incorporated the Implementation Team's suggested revisions into the survey and sent it back to the Assessment Subcommittee. There were a few additional suggested revisions. The survey will be finalized at the next assessment meeting.
- Early Alert: Eileen asked if it would make sense to have the Early Alert committee cover the entire College (region). Christine and Tom shared how the Early Alert processes worked on their campuses.

3. 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, July 22-25,

2013. Check out: <http://www.criticalthinking.org/pages/calendar-of-events-in-critical-thinking/639>. Those who choose to attend will be asked to lead Critical Thinking modules in the TLC (as last year's attendees are now doing). There is an international FYE Conference in Hawaii on June 17-20, 2013. The call for proposals and registration details are not yet posted. Check out: <http://www.sc.edu/fye/ifye/>.

Minutes submitted by Eileen DeLuca