

Minutes

QEP Implementation Team Meeting

S-262D

August 20, 2013, 1:00-2:00 p.m.

Eileen DeLuca	<i>Present</i>	Martin Tawil	<i>Present</i>
Kathy Clark	<i>Present</i>	Whitney Rhyne	<i>Present</i>
Tom Rath	<i>Absent</i>	Christine Davis	<i>Absent</i>
Duke Dipofi	<i>Absent</i>	Cindy Lewis	<i>Absent</i>
Denis Wright	<i>Present</i>		

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1. Eileen welcomed participants and asked the members if there are any additional faculty or staff to be added to the Implementation Team. It was suggested that we might want to ask someone from the Banner Team to join the meetings. It was also suggested that Kelly Newhouse be asked to join during the spring semester.
2. Advisory Meeting Overview
 - a. Update to Timeline: A revision to the QEP Implementation Timeline was unanimously approved by the Advisory committee. Additionally, the Provost/VPAA has approved the change. The group discussed when to update the catalog. The State Rule 6A-10.0315 will officially change by October 31. An update to the catalog would follow. Dr. Wright suggested keeping the original timeline and then adding the new timeline with an asterisk explaining when the new timeline becomes applicable. This may be vetted through the Academic Standards Committee and be included as an information item during a future Curriculum Committee.
 - b. Faculty Recruiting and Selection: The Advisory committee agreed that we could operate under the draft for staffing the spring semester. The Advisory Committee will review a final draft at the October meeting.
 - c. Honors Sections and Linked Courses:
 - Dr. Pendleton and Dr. Tawil will lead a group including Myra Walters to design a honors section of SLS 1515 that may include additional assignments and assessments. Dr. DeLuca suggested also working with Whitney Rhyne for the Service Learning Component.

- The committee discussed the possibility of having a “Veteran’s Only” group. Eileen suggested that the team may want to ask Dr. Gubitti to meet with Denise Thompson, Veteran’s Affairs Specialist, to discuss the possibilities. Eileen will contact Dr. Gubitti.
 - Dr. Gubitti will teach a linked MAT 0028 and SLS 1515 cohort in spring.
 - Dr. Trogan will teach ENG 1012 as a companion course for students taking SLS 1515 in spring.
 - Dr. Tawil has also been working with Cindy Campbell on the possibility of LIS 2004 as a linking course.
2. Recruiting Subcommittee Membership: Dr. DeLuca is waiting to get dates from Laura Antczak for the OAR committee. Once all dates are in, the committee dates will be updated on the Web page and then a message will be sent to faculty and staff inviting them to join.

3. Subcommittee reports:

- FYE Programming: Whitney reported that the FYE office has scheduled 124 workshops on Lee Campus, approximately 9 each week. Service Saturday events have also been planned. To access the FYE programming flyers check out the [FYE Programming webpage](#). Linda Johnsen is scheduling events on Collier Campus.
- Training and Development: Eileen reported that Melissa Rizzuto would be sending out the fall training schedule later in the week. A separate marketing campaign will be put together for the Critical Thinking series led by three faculty who attended the 33rd International Conference on Critical Thinking and Educational Reform.
- QEP Assessment:
 - All spring 2013 data are in and Eileen sent a draft report of Year 1 achievement to Dr. Wright. The report will be finalized once all summer 2013 data are analyzed. Whitney, Eileen and Dr. Amy Trogan are working on a 10-page booklet to be distributed at Convocation. The booklet will contain highlights of Year 1 achievement data.
 - The committee discussed the results from the CCTDI: Students show positive gains in all domains between pre- and post-administrations. Student had significant gains in all domains in fall 2012. In spring 2013, students had significant gains in all areas except “Truth-seeking” and “Inquisitiveness.” Historically, students have been highly “Inquisitive” so it is difficult to show gains. Historically, students have had the lowest scores in “Truth-seeking.” Eileen is working with Jane Bigelow and Bill Shuluk to develop a training for faculty on

how to engender a disposition towards “Truth-seeking.” Faculty will share ideas at an upcoming Community of Practice. Also, Eileen will conduct qualitative interviews with students regarding Epistemic Stance and Truth-Seeking to provide greater insight into students’ Critical Thinking dispositions.

- QEP Marketing: Dr. Wright discussed marketing materials for students. The committee members shared the various ways the program is currently marketed including the orientation slides, the FYE Web pages with live feeds (<http://www.edison.edu/fye>), and social media:

 [Facebook: Edison FYE](#)

 [Pinterest: Edison FYE](#)

 [Twitter: @EdisonFYE](#)

 [Instagram: Edison FYE](#)

 [Blog: Edisonfye.blogspot.com](#)

- Orientation/Advising/Registration: Laura Antczak will become chair of the OAR subcommittee. Eileen will meet with her Monday to discuss the mission of the committee. Whitney has suggested that the hold process be revisited in the next OAR meeting.
- Curriculum: Martin and Eileen discussed how faculty engaged in a rubric standardization session on July 12 in an effort to measure the reliability of the rubric and come to a consensus about levels of performance. Both quantitative and qualitative data were collected. The results will be disseminated to the faculty at an upcoming Community of Practice session. Martin, Whitney and Eileen led a department meeting on Monday, April 19 for FT and adjunct faculty. Dobin Anderson provided a Canvas overview to participants.
- Early Alert: Eileen requested that Whitney send a message to faculty reminding them about Early Alert and encouraging them to use the process as “early” in the semester as appropriate.

Minutes submitted by Eileen DeLuca