

Minutes

QEP Implementation Team Meeting

S-262D

October 29, 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>Present</i>	Laura Antczak	<i>Present</i>
Duke Dipofi	<i>Present</i>	Cindy Lewis	<i>Absent</i>
Denis Wright	<i>Present</i>		

1. Implementation Year 1: 2012-2013 Annual Review Summary
 - a. In the QEP submitted to SACS COC, the group proposed submitting an annual report by July 1 each year. Dr. Wright was provided an early draft at that time (summer data was not yet available).
 - b. The QEP Assessment Subcommittee had finalized all year one data and the draft of the report has been reviewed. Some QEP Implementation Team members provided feedback which has been incorporated.
 - c. The report will be sent to Dr. Wright and the QEP Advisory committee. It will then be posted on the Web Page (with the summary booklet) and a message will be sent college-wide announcing its location. Dr. Wright will send the document to the Discipline Chairs.
2. Highlights from QEP Advisory Meeting
 - a. QEP Budget- QEP Budget- Eileen noted that there are two SLS 1515 full-time positions slated for fall 2014 – one lead faculty for Charlotte and also a coordinator position for Charlotte. Fall 2014 enrollment projections are estimated to be 2,500-3,400 students, which represents 108-148 course sections. Eileen proposes that there will be a need for three additional full-time faculty for Lee and an additional full-time faculty for Collier. Currently we are reaching our goal of 65% full-time faculty/staff who teach the course. Eileen will put these faculty lines into her budget requests for 2014-2015. The Advisory Committee supported these budget requests via voice assent.
 - b. Dr. Wright suggested that the FYE Coordinator position may become a combined position. For example, that position may cover both Charlotte and Hendry/Glades campuses. Eileen suggested that there be a central report (e.g. College-wide Director of New Student Programs) to ensure consistency of programs, events, the Peer Architect Program, Early Alert, and Orientation.

- c. Dr. Wright suggested that we may want to offer SLS 1515 sections in the future to alleviate some of the staffing issues. Currently SLS 1101 is offered as dual enrollment. Offering SLS 1515 as dual enrollment is challenging due to the components of the curriculum and assignments that are campus-based and call for campus-engagement. The team discussed piloting an SLS 1515 section for incoming Collegiate High School students. Heather Olson from the Collegiate High School currently teaches the course.
- d. The group strategized additional ways to staff the SLS 1515 courses for fall 2014 and going forward.
 - i. Eileen asked Dr. Wright to consider allowing faculty who support the QEP (by representing their departments as an SLS 1515 instructor) to teach a maximum of 24 credits.
 - ii. Dr. Wright discussed hiring faculty in certain areas with “split responsibilities” (e.g. H/G Position in a Discipline with additional requirement to teach SLS 1515).
 - iii. The team discussed engendering additional support from academic deans to allow faculty to complete part of their base or overload in SLS 1515.
- e. The team discussed other pilot efforts: a section of MAT 0028 has been linked to SLS 1515. Only one student has enrolled in the linked sections. Dr. Wright suggested that it is more difficult to link two sections than it is to link four. The group discussed how the implementation of Meta-majors may affect scheduling. We may find that we are providing students schedule choices (course clusters/cohorts) that will make it easier to implement linked courses.
- f. Kathy reminded the group that Tina Ottman would like to try a linked Biology and SLS 1515 class in the summer semester. Eileen will follow-up.
- g. The group discussed Meta-majors and their relation to SLS 1515 and FYE programming. Laura and Eileen shared some information gleaned from the Florida Division of College’s Developmental Summit on October 25. Laura is working with Dr. Davis and Andre Jones to explore the development of program maps, as well as to explore career interests and/or college preparation inventories such as the LASSI as assessment tools to aid the advising process.
- h. The Peer Architect budget will need to be reviewed. There is \$44,800 in the QEP budget for 2014-2015. Additionally, all SLS 1515 course fees support the position. These funds are designated for the job duties related to attending

the SLS 1515 and providing student support outside of class. Additional funding may need to be located if they will have other job duties.

- i. Kathy initiated a discussion about the assessment plan for “Relevancy” and “Applied Learning.” Eileen suggested that these “corners” would be realized through linked courses and interest-based sections. Any assessments would be developed as those components would be implemented. The team agreed that the assessments would be related to unit planning and program improvement, but not added to the current approved QEP assessment plan. The group agreed that Meta-major implementation may support the development of interest-based sections and course linkages.

Minutes submitted by Eileen DeLuca