

QEP Advisory Committee Meeting
 October 9, 2012, Minutes
 Co-Chairs, Tom Rath and Kathy Clark

Thomas Rath	<i>present</i>	Cindy Campbell	<i>present</i>	Brooke Roughgarden	<i>present</i>
Eileen DeLuca	<i>present</i>	Christy Gilfert	<i>present</i>	Scott Van Selow	<i>present</i>
Kathy Clark	<i>present</i>	George Manacheril	<i>present</i>	Kristen Zimmerman	<i>present</i>
Rudy Moreira	<i>present</i>	Kevin Coughlin	<i>present</i>	Myra Hale Walters	<i>present</i>
Whitney Rhyne	<i>present</i>	Martin Tawil	<i>present</i>	Edith Pendleton	<i>present</i>
Jessica Cummings (Student Representative)	<i>present</i>				

Call to Order by Tom Rath.

Board of Trustees (BOT) Meeting presentation update:

- Peer Architects and Committee members were well-received and thanked by the BOT
- It was recommended to do a presentation at least once a year as an annual update
- Should inquire about getting on the agenda next year

Update on SLS 1515 sub-committees:

- Marketing – Whitney Rhyne
 - “FYE Community Recap” record for the past and current week
 - FYE monthly recap featuring a faculty or student to highlight
 - FYE Club is in the works
- Orientation/Advising/Registration – Tom Rath and Eileen DeLuca
 - Charlotte and Collier campuses both added an additional section of SLS 1515 to accommodate students in the fall
 - Lee campus found problems with time conflicts and holds; i.e., overlapping of times with developmental classes
 - Issue remains of students who need to take SLS 1515 but are not registering or unable to register because of holds. Strategies are in the works for getting the right students into the course at the right time.
- Programming – Whitney Rhyne
 - Workshop series created
 - Kick-off party planned
 - Technology services offered
 - Service Saturdays
- Training and Development – Rudy Moreira
 - Training schedules on all campuses are in process
 - Proposal for a third-party contract for new, high-quality videos
 - Proposal for online modules

- Some departments have put training goals in their unit plans but Eileen DeLuca cautions to limit the number of modules that are necessary for teaching and/or to do in increments to reach the goals set for 2013-14.
- Spread the word that workshops have been added since convocation.

Summer Assessment Update – power point by Eileen DeLuca:

- Eileen reviewed the Summer Term assessment results for the Critical Thinking Journal, Final Essay Assignment, California Critical Thinking Disposition Inventory, SmarterMeasure, Success Strategies Presentation, the Qualitative data from the Final Essay, within course completion rates. In addition, she shared results from the fall 2012 Career Interest Survey. (See Powerpoint)

Some comments from the data discussion:

- Consider setting a different goal, lower than “4” for journal entries and if submitting across the semester should we analyze formative or summative. Will wait for the end of the fall semester for a better idea of what direction to go in.
- Need for more computer lab space to allow all sections to complete the web-based assessments during class time. Perhaps consider purchasing tablets as a less costly and more functional option.
- Peer Architects should receive training in CANVAS to further assist students.
- Early Alert Committee implemented in the fall term to make students aware of the resources they can utilize.

SLS Honors sections – Edith Pendleton

- Propose SLS 1515 Honors section (for Fall 2013) in which entering Honors students would have an opportunity to participate in Civic Engagement projects such as a trip to Nicaragua to assist with clean water community projects, conservation, or other activities to be determined.
 - Propose that this “field experience” would be subsidized through endowment support
 - Propose that the Honors cohort would serve as an incubator for other small-group field experiences targeted to specific career interests.

QEP Budget

- Must advertise for Lead faculty and an FYE Coordinator on Collier and an FYE Coordinator on Charlotte for next year.

Spring Schedule and Faculty Recruiting

- Allow extended overload for FT faculty wishing to teach course?
- Allow Adjuncts to teach over 9 credits/semester?
- What strategies can be used to attract faculty to teach this course?
- Get on Dean’s council agenda