

Minutes

QEP Training and Development Committee Meeting

Dr. Rebecca Gubitti, Chair

September 25, 2014 at 2:30 p.m. in I-122

<u>In Attendance</u>	
<u>Administration</u>	
Kathy Clark	
<u>Faculty</u>	
Rebecca Gubitti	Sandi Towers
Thomas Turano	Heather Olson
Barbara Miley	John Cantlon
David Hoffman	Amber Warren
Angela Hartsell	
<u>Guests</u>	
Aaron Haack	

- I) Welcome Back / Introductions / New committee members
- II) SLS Enrollment Data – Fall 2014
 - 108 Sections of SLS1515 – Fall 2014
 - 2500+ students enrolled in the course
 - 6 honors sections and 1 linked course
 - 50 SLS instructors
 - 5 SLS classes starting in B-Term

- Spring schedule is being created now – full time faculty will pick 1st and then the process for staff and adjuncts will begin
- 38 sections scheduled for Lee Campus – Spring 2015
- 5 sections scheduled for Hendry Glades – Spring 2015
- 9 sections scheduled for Charlotte – Spring 2015
- 20+/- sections scheduled for Collier – Spring 2015

III) Restructure Information / New Hires

- Dr. Eileen DeLuca – Assistant VP of Academic Affairs
- Dr. Kathy Clark – Associate Dean, Academic Success
- Aaron Haack – Director, New Student Programs
- New Full Time SLS Faculty:
 - Whitney Rhyne – Collier Campus
 - Wanda Day – Charlotte Campus
 - Duke DiPofi – Hendry Glades
 - Heather Olson- Lee Campus
 - Mary Ellen Schultz – Lee Campus
 - Scott Vanselow – Lee Campus (Spring 2015)

IV) Summer 2014 Events

Cornerstone Summer Institute: **427 attendees**

June 25, 2014

Dr. Mark Taylor – Critical Thinking

Meet Generation NeXt: Understanding Today’s Learners

In the Innovative Educational Environment

Multigenerational Classroom

June 26, 2014 Kevin Clarke, Program Coordinator for Faculty Development and Assessment, University of South Florida, Engaging First-Year Students in their Learning

Aug 13-15, 2014 SLS “Boot” Camp

- 141 “certified” SLS instructors at this time
- Dr. Clark hopes to have staffing for Fall 2015 SLS classes done by April/May 2015 – this will determine if another “Boot” Camp will be conducted in Spring 2015, or plan for a “Booster Shot” type of session right before Fall 2015 classes begin / or during the Annual June Summer Institute

V) Faculty Training Development Updates – Thomas Turano

- Schedule of QEP Modules for Fall 2014 posted on-line – registration now open
- Evaluations of presentations are sent out right after session to get immediate feedback from attendees – presenter’s then get evaluation data within 2 weeks.

VI) QEP Cornerstone Modules Fall 2014 Schedule

- A future Training and Development Committee meeting will look at which modules could be offered via video / on-line and which ones need to remain as in-person, face-to-face session for the benefit of the group activities.

VII) Mentors for New SLS Adjunct Faculty

- Dr. Kathy Clark sent out a list to all SLS Adjunct Faculty informing them who was assigned as their mentor for the semester. Mentors should be setting up

day/time to observe the mentees SLS class and provide feedback on the observation and assistance with the Adjunct Portfolio.

VIII) New Director New Student Programs – Aaron Haack

- Email Aaron requests for computer lab Q-127 dates/times for Spring 2015 for Pre/Post SmarterMeasure and CCTDI assessments – contact Auxiliary Services for reserving other computer labs on the Lee campus - other campuses will do their own lab scheduling
- His goal as the new Director is to “find the holes in training and fix it.” ☺
- Discussions ongoing on how to improve training for the new Peer Architects (PA).
- Suggestion of mentoring program with a Senior Peer Architect – currently have 6 returning PA’s that are serving as “mentors.”
- Develop a training manual – what’s required of / needed from the PA in terms of the classroom, workshops, labs and FYE office time.
- Aaron is aware that additional GPS activities for night-time student and Saturday options are needed. Student engagement opportunities need to increase / improve.
- New options are coming up soon with current ACCUTRAC system – will be able to track information on workshop attendance by students, not just a picture but by signing in/out - this would hopefully prevent students from showing up for “5 minutes” and then leaving – but still getting “credit” for a GPS activity.

- Suggestion to have a specific discussion topic and the food socials in an attempt to get students more engaged, staying at the social and not just getting the free food and leaving. i.e. Root Beer Float Social – topic “Breast Cancer Awareness”

IX) Upcoming Training for SLS Full Time Faculty

- “True Colors” Facilitator Training – Mary Ellen Schultz & Wanda Day
- Critical Thinking Conference – Heather Olson & Dr. Martin Tawil

X) Training and Development Committee Goals for 2014-2015

- Discuss creating a more “structured” guideline for class instruction using the new SLS textbook to assist the “newbies” in teaching the course – would want to run any decisions through the QEP curriculum committee prior to finalizing any plans
- Development of on-line SLS course – projected for Fall 2015
- Assessment of the QEP modules – updating / changing / deleting / adding?
- What’s needed for remaining 2 years of the QEP 5-yr plan? What’s next?
- How to ensure duplication of efforts is not occurring in the QEP Training & Development Committee, SLS Community of Practice and the QEP Curriculum & Instruction – increase/improve communication between all committees for efficiency and effectiveness of the committees.

XI) Other

- New SLS textbook coming for Spring 2015 – Dr. Tawil will dispense soon.
- Thomas Turano suggested bringing back the “brown bag lunch” sessions and offer “brainstorming” topic on various SLS curriculum and class issues.

Next meeting scheduled for Thursday, October 23, 2014, 2:30 – 3:30 in I 122