

QEP Assessment Subcommittee
 Wednesday, October 22, 2014
 2:00-3:00 p.m.
 I-122

Eileen DeLuca-Chair	<i>Present</i>	Scott Van Selow	<i>Present</i>
Crystal Revak	<i>Present</i>	Amy Trogan	<i>Present</i>
Joseph van Gaalen	<i>Present</i>	Susan Marcy	<i>Present</i>
Jeff Gibbs	<i>Present</i>	Abby Willcox	<i>Absent</i>
Sabine Maetzke	<i>Present</i>	Duke Dipofi	<i>Present</i>
Megan Just	<i>Absent</i>	Chitra Paul	<i>Present</i>

1. Eileen welcomed participants.
2. The committee discussed the election of a co-chair.
 - It is important for the committee to have faculty leadership.
 - All faculty members on the committee would be good candidates for the co-chair position if willing to serve.
 - The committee called for nominations.
 - Eileen nominated Scott van Selow. Sabine seconded the nomination.
 - Sabine, Susan, and Amy offered support for Scott's candidacy.
 - The committee unanimously elected Scott van Selow.
3. Joe, Amy, Sabine and Scott shared an update on ideas for professional development related to SENSE and CCSSE results.
 - A sample draft e-mail message titled "QEP's Did you know? Helpful tips in the Classroom" was shared (see attached PPT). The message shares one interesting survey result and then provides tips on how to support student engagement (faculty tips, and research-based).
 - The "Did you know?" messages could be sent out at the beginning of the term and at a few more strategic points throughout.
 - A sample draft workshop outline was shared (see attached PPT). The workshop would involve a discussion guide and a discussion facilitated by a faculty member.
 - The committee discussed the creation of a Web page to archive "Did you know" tips and include extra ones that may not get sent out. Eileen will find an appropriate place within the current QEP pages.
 - The committee discussed the possibility of offering small prizes for faculty trying out new strategies. Eileen will ask Dr. Wright for funding to offer incentives to participants.
4. The committee discussed the spring 2014 focus group results.
 - Amy shared some notes on the student feedback. She noticed that the comments were no longer as polarized as previously. She noted that there were comments about the length of time dedicated to completing the GPS. She feels

that it is a positive thing that students learn that there are aspects of being a college student that are not optional. She noted that both the GPS assignment and the students' exposure to diversity have been impactful. She also noticed that students are starting to see the relevance of the course.

- Sabine mentioned that some of the students critiqued the journal assignment (topics and number of submissions). Eileen shared that since that focus groups the number of journals were reduced (from 7 to 6) and journal topics continued to be tweaked.
- Scott had the impression from the focus groups that there may be less students finding the course useful (possibly due to more students without remedial needs being required to enroll). Faculty will want to continue to adjust the course to provide the appropriate challenge for all students. The committee discussed how to take the current course assignments to a new level. For example, students could be challenged to “try out a new skill” through the group project (to create a professional video, or use some type of software such as Excel in the presentation). Scott also suggested creating a “fresh” marketing campaign that involves more voices of student completers.
- The committee discussed some of the comments by the Hendry/Glades students who wanted workshops that were more relevant to their lives (e.g. balancing a checkbook, cooking classes, financial aid). The committee discussed how such workshops could be aligned with course learning outcomes (e.g. healthy cooking/cooking on a budget).

Minutes submitted by Eileen DeLuca