

## Minutes

QEP Implementation Team Meeting

S-262D

September 8, 2015 1:00-2:00 p.m.

Eileen DeLuca	<b><i>Present</i></b>	Whitney Rhyne	<b><i>Present</i></b>
Kathy Clark	<b><i>Present</i></b>	Laura Antczak	<b><i>Absent</i></b>
Tom Rath	<b><i>Present</i></b>	Andrae Jones	<b><i>Present</i></b>
Christy Gilfert	<b><i>Present</i></b>	Kristi Rickman	<b><i>Present</i></b>
Linda Johnsen	<b><i>Present</i></b>	Wanda Day	<b><i>Present</i></b>
Michael Beane	<b><i>Absent</i></b>	Christina Seado Vazquez	<b><i>Present</i></b>
Denis Wright	<b><i>Present</i></b>	Gail Murphy	<b><i>Absent</i></b>

1. Eileen welcomed participants, introductions were made, and the committee purpose was reviewed.
2. Some restructuring items were discussed:
  - The position vacated by Aaron Haack was re-assigned to Academic Affairs. The new position is “Director, First Year Experience.” After a search, Whitney Rhyne accepted the position. The position provides oversight to First-Year programs to include academic workshops and activities aligned with Cornerstone learning goals. The position has college-wide oversight of the Peer Architects. Also, Eileen has asked Whitney to focus on working with the Deans of the various schools to offer workshops, panels, and other events to connect students with academic programs and related careers.
  - Career Services has been reorganized in three ways:
    - Career events such as job fairs will be hosted by Student Life.
    - Career Source has been contracted to provide resume and cover letter support to students and to organize employment opportunities. On Charlotte campus an independent contractor is utilized for this purpose.
    - Career transition services will be handled within the advising office.
3. Dr. Wright and Eileen shared information about FSW’s partnership with the Education Advisory Board (EAB).
  - EAB works with 1,000+ higher education institutions.
  - Through this partnership, FSW stakeholders have access to research on topics of interest in higher education as related to increasing success and retention.
  - Current topics of EAB focus (chosen from surveys of member institutions):
    - Strategic Enrollment Management
    - Student Success Initiative Fatigue
    - Creating a sustainable Community College Infrastructure

- Webinars are available through EAB and may be viewed by all FSW faculty, staff and administrators.
  - One live speaker per year available through EAB.
  - More information will follow from Laura Antczak and Eileen DeLuca.
4. The QEP Annual Report summary is in the final draft stage and will be shared with the QEP Implementation Team. Eileen and Kathy will ask department chairs to allow QEP Implementation team members to attend upcoming meetings to share QEP highlights and get feedback about how to improve the course and program.
  5. The committee reviewed Student Satisfaction survey data (see attached PowerPoint). In most cases, the fall 2014 data is similar to or slightly more positive than the fall 2013 data. The committee discussed areas for continued growth: increasing students' experiences with diversity and diverse opinions, continuing to find ways to engender critical thinking in all class sessions.
  6. The committee reviewed summary data from the spring 2015 focus groups.
    - As in past focus groups, students discussed **time management** strategies as important and useful course topic.
    - Another widely discussed topic was how the course **encouraged students to "talk" or "communicate"** with other students.
    - Students were very positive about Peer Architects.
    - As in past focus groups, students reported **learning about themselves** to include thorough use of the personality and aptitude assessments.
    - As in past focus groups, students mentioned **critical thinking** as an important and useful course topic.
    - **GPS** was the most mentioned assignment (mostly positive, any negative comments related to difficulty to fit into life schedule).
  7. Kathy reported on the spring and summer schedule.
    - Fall 2015:
      - Over 2,800 students are enrolled in 109 sections.
      - One "B Term" section is available but full.
      - Max capacity of Fall term sections were increased to allow for excess enrollment.
      - Andrae Jones is working on a report to identify how many students were "locked out" of fall term.
      - A linked course (SLS 1515/MAT 1033) is offered on Lee Campus. Thanks to advisors for making the enrollment process function well.
      - Scott VanSelow and Myra Walters designed an SLS 1515 online course. Scott is teaching one section in the current semester. Enrollment was limited to students who are doing all their fall semester classes online.
      - Two Honors sections are being offered. Whitney Rhyne teaches both. Most of the Academic Excellence Scholars are enrolled in one of the two sections. This will allow for better cohort development and tracking.

- The Spring schedule is almost finalized.
8. Based on the popularity of the 2014-2015 Critical Thinking series, it will continue in 2015-2016. Eileen and Kathy worked to schedule a lineup for fall 2015 to include internal and external speakers (see attached flyer). Whitney and FYE Programs help support the series.
  9. Whitney shared updates on other large-scale programming:
    - In partnership with Suncoast Credit Union. The series is titled *Thinking Critically about Financial Literacy: Living Beyond the Weekend*. The workshops will be presented live on all campuses. Whitney shared event flyers with the committee.
    - Whitney also distributed flyers from the Walk a Day in My Shoes (Respecting Diversity and Abilities) workshops presented by Adaptive Services on each campus.
    - Whitney has been meeting with the Academic Deans to establish a series of events introducing SLS students to the various academic programs available at the college.
  10. Kristi shared progress on a new system for developing a Student Life calendar of events.
  11. Whitney and Kristi shared updates on Service Saturday events. FYE and Student life will partner on Service Saturday planning and promotion. The FYE office has planned a beach clean-up event for September.
  12. FYE and Student Life partnerships will be discussed more fully at October's meeting.

Minutes submitted by Eileen DeLuca