

Minutes

QEP Implementation Team Meeting

S-262D

April 10, 2013, 11:00-12:00 p.m.

Eileen DeLuca	<i>Present</i>	Martin Tawil	<i>Present</i>
Kathy Clark	<i>Present</i>	Kristen Zimmerman	<i>Present</i>
Tom Rath	<i>Present</i>	Whitney Rhyne	<i>Present</i>
Duke Dipofi	<i>Absent</i>	Christine Davis	<i>Present</i>
Denis Wright	<i>Present</i>	Cindy Lewis	<i>Present</i>

1. Eileen summarized the SACSCOC interview regarding 2.8 as related to the QEP. The reviewer was very positive about the QEP and about the college's ability to appropriately staff the classes without having a detrimental effect on academic integrity.

2. Subcommittee reports:

- **FYE Programming:** Whitney shared that FYE Programming is happening on all campus. Highlights for the semester for each campus include Collier's strong attendance for their evening programming, Charlotte and Hendry Glades had success with their Games on the Green event, Lee campus programming total attendance increased from the fall to spring semester which is atypical since the spring semester typically has a smaller student population on campus. The proposed programming schedule for Summer A on Lee campus has shared and distributed to the group. Lee and Charlotte campus have returning Peer Architects ready to support the Cornerstone classes in the summer term. Hendry Glades has hired a new Peer Architect for the summer B term and Collier is in the process of hiring new Peer Architects.

Check-out: <http://www.edison.edu/fye/workshops.php>

- **Training and Development:** Eileen shared that the QEP Training and Development Committee met on March 28 and discussed the summer training event. The team chose June 27 and 28 as a tentative date (right at the end of summer A). There was good attendance during that time period in summer 2012. Eileen shared the QEP Implementation team's suggestion to add a student services component. Dr. Rebecca Gubitti suggested Harlan Cohen (Check-out: <http://www.helpmeharlan.com/head.html>). Eileen talked to him and he is available for June 27th to do a keynote address followed by a workshop. He would request a \$3,000 honorarium. Christine said that student services may be able to contribute some funding towards the cost. Eileen has also sent a request to Brad Garner, Director of Faculty Enrichment at the Center for Learning and Innovation from Indiana Wesleyan University: Check out his site and newsletter

www.sc.edu/fye/toolbox. Eileen will follow-up with a phone message to Dr. Garner. If Dr. Garner is not available, she will reach out to Joe Cuseo, Professor Emeritus, Psychology; Director, First-Year Seminar at Marymount College. The Training and Development committee is also thinking of linking in-house training modules as part of the mini-conference.

- QEP Assessment: The SENSE Data from fall 2012 is available (see attached summaries). For the QEP Assessment, we will report achievement on two of the SENSE Domains, *Clear Academic Plan and Pathway* and *Engaged Learning*.

Measurement Method/Assessment Tool	Outcome-Specific Goal (Performance Expectation)	Actual Results
SENSE items from Clear Academic Plan and Pathway category: 18d, 18g, 18e, 18f, and 18h	Beginning AY 2012-13, there will be a 5% increase in the Clear Academic Plan and Pathway benchmark over the previous year's results.	For the Clear Academic Plan and Pathway Items the weighted score remained stable at 48.9 in 2011 and 2012. This falls short of the stated goal of a 5% increase.
Engaged Learning items from the SENSE: 19a, 19b, 19e, 19g, 19h, 19i, 19j, 19k, 19l, 19m, 19n, 19o, 19q, 20d2, 20f2, and 20h2	Beginning AY 2012-13, there will be a 5% increase in the Engaged Learning benchmark over the previous year's results.	For the Engaged Learning Items there was an increase in weighted score from 49.2 to 51.4, thus increasing the score 4%. This falls 1% short of the stated goal.

Eileen shared these data as well as the comparative results for all domains.

SENSE Survey Weighted Scores by Benchmark				
	2011	2012	Difference	% Change
Early Connections	46.9	47.8	0.9	2%
High Expectations and Aspirations	54.4	53	-1.4	-3%
Clear Academic Plan and Pathway	48.9	48.9	0	0%
Effective Track to College Readiness	50.9	52.5	1.6	3%
Engaged Learning	49.2	51.4	2.2	4%
Academic and Social Support	49.4	51	1.6	3%

There is positive improvement in “Early Connections,” “Effective Track to College Readiness,” “Engaged Learning,” and “Academic and Social Support.” The only area of decrease is in the “High Expectations and Aspirations” items. These items focus on the students’ expectations to succeed and behaviors such as how often they turn in

assignments late. Dr. Wright noted that the scores in that area were already higher (and remain higher than the cohort average), and so a decrease was not as troublesome. In the QEP Assessment Committee Eileen asked RTA staff to think about how they wanted to disseminate the overall findings to the faculty and staff at large. Dr. Wright and Dr. Davis will also want to weigh-in. Eileen suggested that these data can be used for goal setting in Student Affairs unit plans. Eileen has unit plan goals related to the QEP where these data are reported.

These data will be reviewed by the QEP Assessment Committee and the QEP Advisory Committee. The QEP Assessment Team will work on a creating a reader-friendly “newsletter” with highlights of the data from the first year of implementation.

- Orientation/Advising/Registration: Christine and Kristen noted that there has not been an OAR meeting since the last implementation team meeting. As per the request of Kristen, Christine and Eileen, a Class Restriction on SLS 1515 was entered in SCACRSE for 201330-999999 to “Exclude Sophomores.”

Martin will send the new catalog language, timeline and course description to Kristen and Christine to disseminate to the advisors.

Kristen also provided the following recommendations for moving forward:

1. Work with IT on a solution to identify students required to take SLS 1515 in Banner.
 - a. This would result in categorizing the students accordingly and no longer using a hold to identify the students who must enroll in the course.
 - b. This will remove the manual assignment and determination we are requiring admissions, testing and advising staff to monitor
 2. Connect the identification of the requirement to the degree audit of the students to ensure it is identified as part of the student’s program.
 3. Work with IT on a solution to automate a hold process for students who do not successfully complete SLS 1515 during the first semester and complete the course with a grade of C or better within 15 hours of enrollment.
- Curriculum: Martin reported that the Curriculum Committee reviewed a series of textbooks for the new adoption cycle. He also used SurveyMonkey to get feedback on the current text and the topics and features that they prioritized. Based on these reviews, a newer, lower cost textbook will be adopted for fall 2013, Pearson’s *Keys to Success*. Eileen shared that she and Martin will work on designing an online repository for lessons and activities to be accessible to all faculty. Dr. Wright suggested that faculty consider creating a completely custom text. The current text by Kendall Hunt contains

minimal custom features, but the company has been very helpful. They would be a good source for a future custom text.

- Early Alert: Whitney reported on Early Alert data college-wide (see attached data). This semester Early Alert information has been collected and gathered college-wide. There has been 308 Early Alerts college-wide submitted by 85 different professors. Information pertaining to student demographics and class types and sections is being compiled college-wide as well as for individual campuses.

2. Update on Collier Positions: The Collier faculty position for 2012-2013 has closed and the search committee will meet next Thursday to review applicants. All HR paperwork has been submitted for the Collier FYE coordinator position, but it has not been posted yet.

3. Summer schedule: Eileen shared the summer schedule college-wide and asked for feedback from student affairs administrators. Lee Campus has two Summer A sections and five Summer B sections posted. Charlotte has one Summer B section. Collier has two Summer B sections. Hendry/Glades has one Summer B section.

4. Kathy reported that Norman Love will visit Collier Campus on Wednesday, April 24, from 1:00-2:00 and lead a motivational presentation for first-year students.

Minutes submitted by Eileen DeLuca