

# PALM BEACH STATE COLLEGE

## MINUTES

Quality Enhancement Plan Advisory Council  
Friday, November 18, 2011, 8:30 am – 9:30 am  
TC 111, Lake Worth

**ATTENDANCE:** Lucia Adrian, Hilary Ashmen, Jackie Berg, Joanne Cameron, Jennifer Campbell, Eileen Doran, Rob Gingras, Sheri Goldstein, Jennifer Hudson, Cindy Johnson, Pam Mason-Egan, Joe Millas, Jeanne Murcia, Latisha Myrick, Espe Noble, David Pena, Tony Piccolino, Carlos Ramos, Luke Rogers, Cathy Seyler, Helen Shub, Andrew Trupin, Bobette Wolesensky, Mindy Yale

### **ITEM 1. SACS review & QEP revisions**

**Discussion:** Karen Pain explained that based on the SACS committee's draft report, QEP outcomes will be revised slightly and some measures will be eliminated. Additional revisions include adoption of Critical thinking Assessment Test (CAT), grading old artifacts with a newly developed QEP rubric that is analytical to score competencies of each skills-based outcome (will use 2009 and 2010 critical thinking Scenarios collected during assessment of the general education program), and some measures will be eliminated. Some student initiatives may also be removed from the QEP.

One significant revision on the table is to focus on faculty/staff training during the fall semesters using cohorts in a class format. Faculty/staff who complete the training would be called "QEP trained faculty and staff" and could be mentors in subsequent semesters. A pilot group will run in the spring 2012 to test a specific textbook and Blackboard model, and the Advisory Council was invited to email Karen Pain if interested in being in the first cohort.

**Data/source:** SACS draft review of the committee report from the October onsite visit

**Action:** Council members will email Karen to express interest in being in the pilot cohort, stating how they might benefit and whether or not, once trained, they are willing to be a mentor in future terms.

### **ITEM 2: Spring workshops**

**Discussion:** Workshops will be conducted in the spring term to help faculty and staff understand the QEP outcomes. The QEP team will facilitate the workshops in February but the Council members were invited to work with them.

**Data/source:** n/a

**Action:** Council members will email Karen to express interest in co-facilitating or being available for practice workshops as participants.

Meeting was adjourned at 9:30 a.m.

Submitted by:

Karen Pain, QEP manager