

**AGENDA**  
**Quality Enhancement Plan Implementation Team**  
**Friday, December 2, 2011, 10:00 am – 12:00 pm**  
**ETA 101, Lake Worth**

<b>Attendance:</b>		
<input checked="" type="checkbox"/> Kim Allen	<input checked="" type="checkbox"/> Carleton Chernekoff	<input checked="" type="checkbox"/> Lyam Christopher
<input checked="" type="checkbox"/> Brian Findley	<input checked="" type="checkbox"/> Dan McGavin	<input checked="" type="checkbox"/> Karen Pain
<input checked="" type="checkbox"/> Ana Porro	<input checked="" type="checkbox"/> Roger Ramsammy	<input checked="" type="checkbox"/> Yelena Rudayeva
<input checked="" type="checkbox"/> Kristi Taylor	<input checked="" type="checkbox"/> Lynn Trezise	

**ITEM 1: Updates** (QEP revisions, team membership changes)

**Discussion:** Content and direction of revisions based on the SACS onsite team report have been approved by both our administration and our SACS liaison. Yelena Rudayeva will rotate off the implementation team as of January; Dr. Tom Capers and Mindy Yale will both join in January.

**Data/source:** meetings and SACS email

**Action:** n/a

**ITEM 2: Workshops**

**Discussion:** Template is coming along. Suggested timing for facilitation will require about 105 minutes unless changed. Only Kristy Taylor and Lynn Trezise are facilitating shorter workshops, so they will tweak as needed. Scheduling is complete. Workshop registration will open mid-January through the HR website.

**Data/source:** emails from provosts/scheduling offices on each campus; HR

**Action:** Karen Pain will set up the workshops within the web system to make registration and participant tracking available

**ITEM 3: Pilot cohort**

**Discussion:** 15 people from Advisory Council, assessment committee, and one additional faculty are interested. Will either limit group to 9 additional seats or order an additional few books.

**Data/source:** n/a

**Action:** Karen Pain will confirm final roster, add names to HR registration and Blackboard by December 16<sup>th</sup>, sooner if possible.

**ITEM 4: Next semester**

**Discussion:** The Critical thinking Assessment Test (CAT), training, and the QEP rubric were discussed. There is significant interest among committee members in being involved in the grading process as students are assessed to measure achievement of the QEP outcomes. Such involvement is a requirement if we move forward to adopt the CAT, but likewise becomes a concern because it will require a great deal of training and then time for scoring the assessment instruments each year. The committee is unsure the use of the

CAT will be a sustainable measure, given the labor intensive nature of the scoring process. The committee further feels that, while faculty involvement in the scoring process is exceptionally advantageous, the involvement can be accomplished if QEP faculty work with the assessment committee during the same five years in any discussions of the critical thinking Scenario and in the development of the QEP/critical thinking rubric to be used for scoring Scenarios.

Discussion turned further to a review of the *California Critical Thinking Skills Test (CCTST)*. The committee would like to see another revision of the QEP outcomes to align with the CCTST so that it may be adopted instead of the CAT.

Karen Pain asked committee members to vote on the suggested move to realign the QEP outcomes to the CCTST and make a formal recommendation to Drs. Sass, Pedersen, Campbell, and Helen Shub that the College adopt the CCTST before leaving.

Nine committee members were present. Eight voted to formally recommend a revision of QEP outcomes so that they are measurable using the CCTST instead of the CAT, and to also recommend the adoption of the CCTST as a more sustainable and manageable assessment instrument. One faculty member abstained and requested additional information on each test.

**Data/source:** literature from producers/publishers of the CCTST and CAT; web information

**Action:** Karen Pain will share the committee's wishes with administration as named above. She will also forward additional literature and web links for each test to the committee. Pending the approval of Dr. Sass, Ms. Pain will begin the necessary revision and forward to the committee.

Meeting was adjourned at 12:00 pm

Minutes submitted by Karen Pain, QEP manager