

PALM BEACH STATE COLLEGE

QEP Support Committee Meeting Minutes
Friday, January 27, 2017
10:00 am – 12:00 pm
Lake Worth Campus, Room CBP 320

Attendance		
<input checked="" type="checkbox"/> Mauvlette Joseph	<input checked="" type="checkbox"/> Laura Gainer	<input checked="" type="checkbox"/> Christopher Pumphrey
<input checked="" type="checkbox"/> Mara Abrams	<input checked="" type="checkbox"/> Lazaro Camacho	<input checked="" type="checkbox"/> Marcie Pachter
<input checked="" type="checkbox"/> Lana Findley	<input checked="" type="checkbox"/> Megan Tomei-Jameson	<input checked="" type="checkbox"/> Doug Cornwell
<input checked="" type="checkbox"/> Lyam Christopher	<input checked="" type="checkbox"/> Luke Rogers	<input checked="" type="checkbox"/> Karen Pain
<input checked="" type="checkbox"/> Hector Hernandez	<input checked="" type="checkbox"/> Andy Plotkin	<input checked="" type="checkbox"/> Jennifer Hudson
<input checked="" type="checkbox"/> Laura Bassett	<input checked="" type="checkbox"/> Carleton Chernehoff	<input checked="" type="checkbox"/> David Wells, QEP Manager
<input checked="" type="checkbox"/> Sandy Demauro	<input checked="" type="checkbox"/> Emma Chow	

Item 1: Professional Learning Groups (PLGs) & Collaboration Cohort

Dave Wells, QEP Manager, informed the committee that with the involvement of 19 new PLG faculty and staff in PLGs this academic year, the QEP has surpassed its five year goal of 95 faculty and staff participating in Level 2 Professional Development. Specifically, 98 participants have been involved in Level 2 Professional Development since the start of the QEP four and a half years ago. Dave Wells also reported that there are currently seven active PLGs. One group has been reactivated after a semester hiatus, another group has just formed and will be having its first meeting today, and a currently active group is splitting to accommodate the diverse scheduling needs of its members. Several PLG facilitators gave brief reports on the activities, goals, and collaboration of the PLG membership. Dave Wells also noted that a new trend seems to be developing in which not only members within PLGs are collaborating, but cross PLG membership collaboration is starting to occur. PLG facilitators are sharing strategies to increase accountability and goal setting among members, two PLG facilitators are planning to lead a PTLC presentation, and two PLG facilitators are attending each other's meetings to show support and contribute to the learning of each other's PLG.

Item 2: Summer Project Forum

Dave Wells shared that the President's Cabinet has approved the QEP proposal to offer the 2017 Summer Project Forum. In addition, the PBSC Foundation has expressed that a donor may also be interested in supporting the program. The Forum will seek faculty, instructor, and staff participants who have taken an active role in QEP programming this year and who have a critically thinking focused academic or academic support project they seek to develop, implement and share publicly. The event will require at least 12 hours of involvement and, in order to receive the stipend for completion, participants must submit their final project, implement their project in the fall semester, and publicly share their project findings with the College community over the 2017/18 academic year. Dave Wells stated that he expects to launch the Forum with an orientation to be held on May 12th. Some QEP committee members responded that the Title V Summer Institute will be held on the same date and that the pool

of potential recruits for each event could overlap. Dave Wells responded that he will meet with the Title V leadership to discuss how best to schedule both events with minimal calendar overlap and to reduce the likelihood that faculty would need to choose between the events.

Action Item:

Dave Wells will meet with Title V leadership to resolve any scheduling conflict/overlap between the Title V Summer Institute and the QEP Summer Project Forum. Dave Wells will also work to complete and share the Summer Project Forum application by early February.

Item 3: Quick Guide Campaign

Dave Wells and two of the Math Guide work group members (Lana Findley and Mara Abrams) updated the committee on the spring semester roll out of the Math Guide. Specifically, they shared that Math Guide trainings have been conducted in January by the Math Guide work group for the Boca Raton and Belle Glade SLC staff. Dave Wells shared the Math Guide Student Participation Survey that will be provided to students after using the guide during a math tutoring appointment to gather student impressions of the guide and to inform any needed guide revisions. Lana Findley also shared that both she and Belle Glade learning specialist Alvin Johnson will be utilizing the guide in their developmental math courses this spring. Lana Findley is also seeking to use the guide as a course assessment tool and to provide data on the QEP outcome 1 (analysis and interpretation). Lastly, Dave Wells shared that the original QEP Quick Guide for Critical Thinking has been incorporated into the critical thinking modules of the Faculty/Instructor Online Development Course; over one hundred new adjunct faculty and instructors, who have completed the course, have been applying the guide to their respective courses during the summer 2016 and fall 2016 offering of the online course.

Action Item:

Dave Wells, along with Math Guide work group, will be discussing their findings on the implementation of the Math Guide to explore needed revisions of the guide and how best to embed the guide in math tutoring at the SLCs.

Item 4: Course Assessment Initiative

Dave Wells updated the committee members that 18 faculty who teach various general education courses have committed to sharing the results from their course assignments that measure one or more QEP critical thinking outcomes. Faculty are using either the QEP critical thinking rubric or an adaptation of the rubric for their assignments and are collecting data for their fall and/or spring semester courses. Several faculty have already shared their fall semester data.

Action Item:

Dave Wells will continue to communicate with any faculty who need guidance on submitting their data for this initiative and will then compile and summarize the finding and include in the QEP 5th Year Impact Report.

Item 5: CCTDI & Scenario Assessment Update

Dave Wells informed the committee that the CCTDI data had been analyzed and provided the committee with a summary of the seven measures and the results for all 5 years of the QEP including the initial baseline score. Dave Wells pointed out that, compared to the baseline scores, the Year 5 results were flat, and that it was worth noting that "Truth-seeking" stood out as a "negative" score and that "Inquisitiveness" stood out as a "positive" score over the entire assessment period. Dave Wells called on Assessment Director, Karen Pain, to update the

committee on the critical thinking scenario assessment. Karen Pain shared that due to a change from a paper and pencil in-class test to a voluntary online test sent through email, the 17 completed scenarios submitted this year were noticeably smaller than the scenarios submitted in previous years. The Scenario results shared, however, were not final because of a two point rater variance on the rating scale for six scenario scores.

Action Item:

Dave Wells will share Scenario final results at the April committee meeting and will work to synthesize the data for both the CCTDI and Scenarios for QEP 5th Year Impact report purposes.

Item 6: QEP Tribute

Dave Wells informed the committee that the Tribute Work Group will be meeting on Friday, February 3rd to explore possible events and/or projects to plan a tribute of the impact and influence of the QEP.

Action Item:

Dave Wells will communicate the QEP Tribute plans to the committee members and other QEP leadership in February to recruit the needed participants and prepare for spring 2017 or fall 2017 semesters.

Item 7: Development Day & PTLC

Dave Wells mentioned that he is unsure of the Development Day for spring 2017 and will communicate to the QEP leadership about the possibility of offering interactive workshop sessions during the breakout session period. Dave Wells shared that due to the cross collaboration blooming between the various PLGs facilitators, Lyam Christopher and Doug Cornwell will be offering a PTLC event in March on how to address the growing phenomenon of Fake News and how critical thinking skill development can help students address its impact on their learning.

Item 8: QEP Impact Report

Dave Wells stated that he continues to write the QEP 5th Year Impact Report and will begin to integrate the new assessment data into the report.

Action Item: Dave Wells will continue to meet periodically with the PBSC SACSCOC 5th Year Interim Report Committee to share drafts of the QEP 5th Year Impact Report and gain valuable feedback to best ensure the report is fully accepted by the SACSCOC 5th Year Review Team.

Data: [Process for QEP Impact Report](#)

Item 9: Next Meeting & Closing

Dave Wells shared that the final QEP meeting of the year will occur on Friday, April 21st 10:00 a.m. – 12:00 p.m.. Dave Wells thanked the members for their attendance and valuable insights and ideas.

Respectfully submitted,

Dave Wells
Manager, Quality Enhancement Plan