

**QEP Support Committee  
Meeting Minutes  
Friday, September 11, 2015  
10:00 am – 12:00 pm  
Lake Worth Campus, CBP Room 320**

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<b>Attendance</b>		
<input checked="" type="checkbox"/> Pamela Mason-Egan	<input checked="" type="checkbox"/> Carleton Cherekoff	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Mauvette Joseph
<input checked="" type="checkbox"/> Marc Fedderman	<input checked="" type="checkbox"/> Olimpia Lukacs	<input checked="" type="checkbox"/> David Wells, Chair
<input checked="" type="checkbox"/> Ralston Brown	<input checked="" type="checkbox"/> Luke Rogers	<input checked="" type="checkbox"/> Andy Plotkin
<input checked="" type="checkbox"/> Elizabeth Wilber		<input checked="" type="checkbox"/> Joseph Pick

**Item 1: Committee Purpose**

**Discussion:**

Dave Wells reviewed the purpose of the Support Committee in contrast to the purpose of previous committees such as the QEP Advisory Council and the QEP Implementation Team. Specifically, the Dave Wells shared that the QEP Support Committee serves:

to offer ideas, questions, and assistance in support of QEP initiatives so the QEP can better address its goal:

- *Students will develop and apply critical thinking skills*

and outcomes:

- *Students will analyze and interpret relevant information*
- *Students will reach sound conclusions based on a demonstrated reasoning process*
- *Students will evaluate and explain relevant information*

*Students will exhibit affective dispositions known to characterize critical thinkers*

**Item 2: Assessment Plan**

**Discussion:**

- Gen Ed Scenarios

Dave Wells explained purpose and process of General Education Assessment Scenarios and inquired if faculty members of committee were interested in volunteering for the QEP Sample. No members volunteered, however at end of meeting, one faculty member, Luke Rogers, offered to administer assessment for QEP sample in the 11/9 – 12/4 time period.

- CCTDI – November Administration

Dave Wells reviewed the CCTST and CCTDI test administration over the past few years, and explained that CCTST is not being administered due to feedback from faculty that test does not directly measure critical thinking as it relates to course specific content. It was explained that CCTDI will continue and manager passed around a few sample test booklets for review by members. Several members commented on the value of the test and the variety of questions and areas of critical thinking covered in the inventory. Joseph Pick (Math), Elizabeth Wilber (English), Carleton Chernenkoff (Dev. Writing) and Pamela Mason-Egan (SLS1501) volunteer to administer CCTDI in November.

- Classroom Assessments – New Project

QEP Manger explained a new ideas to build on critical thinking assessment efforts already occurring in a variety of courses through instructor assignments that directly measure student critical thinking (and are in alignment with the 4 QEP Critical Thinking Outcomes). Concerns were raised that by using different assessments that use different critical thinking measures will limit the comparability of the classroom assessment results. Some members thought it best to recruit the Summer Institute participants whose assessment projects measure critical thinking through the QEP rubric or a rubric similar to the QEP rubric.

- Other Assessments – Graduating Student Survey, CCSSE

Dave Wells briefly described two additional assessments instruments, the GSS and the CCSSE which measure student perception of critical thinking at PBSC. The GSS is administered to all graduating students at the end of each academic year and includes one question that gauges student perception of critical thinking education at the college. CCSSE is a national community college survey on student engagement that offers several questions that gauges student view of critical thinking in their educational experience; it is administered to a large sample of the student population during class time at the college in the spring semester. Concern was expressed that being randomly selected to administer the Gen Ed Scenarios and the CCSSE in the same semester was a burden on faculty and impinged upon faculty teaching time.

### **Item 3: Quick Guide Campaign**

#### **Discussion:**

Dave Wells reported the following information about the Quick Guides.

To date completed:

Distribution – About 1800 Quick Guides distributed to faculty and staff through

- Meetings: Chairs Meetings, New Faculty Meetings, Adjunct Faculty Meetings, etc.
- Presentations: 4 Cluster Meetings – English, Math, Communication, and Natural Science
- Interactive Trainings
  1. Lake Worth SLC Staff Meeting– 13 attendees
  2. Lake Worth SLC Tutor Orientation – 80 attendees
  3. Lake Worth LLRC Staff Meeting – 20 attendees
  4. Palm Beach Gardens SLC Tutor Orientation – 60 attendees

Dave Wells also scheduling additional presentations and trainings:

- Boca Raton SLC Staff Training Sept. 25<sup>th</sup>
- Belle Glade Faculty Meeting – Oct. 2<sup>nd</sup>
- Lake Worth PTLC – Dates TBD

Student Version of Quick Guide also distributed through email to Associate Deans. Deans who've distributed it to date:

- ✓ Nancy Zinser, Rob Gingras, Bob Van Der Velde, Carlos Ramos  
Dana Hamadeh, Richard Reeder, Susan Caldwell, David Knopp, Susan Bierster, Barbara Cipriano

Dave Wells broached the idea of how to spark interest in faculty and staff not only using the Quick Guide by sharing how they are using their Guide to shape the learning of critical thinking in their work with students. To this end, the Dave Wells sent an email to all Associate Deans regarding the use of the Quick Guide and a complementary student version of the Quick Guide to their assigned faculty.

A small portion of faculty present did report receiving the email from their Associate Deans and reviewing the information about the Student Version of the Quick Guide. Also, members mentioned the idea of using the PLGs as a venue for studying and sharing the Quick Guide use among faculty and staff.

Other suggestions offered included: Using Blackboard format to post Quick Guide Use submissions, connecting Quick Guide to the QEP Blackboard course launched in 2014-15, creating an online survey that asks faculty and staff to answer how they are using Quick Guide, and a Development Day Multimedia Session in spring to share how Quick Guide is being used.

#### **Item 4: Professional Learning Group (PLG) Update**

##### **Discussion**

Dave Wells shared how PLG groups formed last year and how facilitators were chosen based on their leadership involvement in the QEP Implementation Team. Dave Wells expressed his focus this year on developing the PLG as the hub of the QEP wheel due to its influential role in building a community of critical thinkers as evidenced by a large number of PLG members completing the Summer Institute and filling a key need for faculty and staff to come together to collaborate and gain important input and feedback of their work as educators.

Dave Wells shared the following information at the PLGs for 2015-16:

Boca Raton PLG – Timi Storms & Mindy Yale

Belle Glade PLG – Kristy Taylor, Charles Cuthbertson & Laura Clouse

3 Lake Worth PLGs – Manny Larenas, Carleton Chernenkoff & Elizabeth Wilber

2 Palm Beach Gardens PLGs – Jeannette Sullivan & Eliana Mukherjee

QEP Manager sent email to Associate Deans to recruit interested faculty to join new and ongoing PLGs starting later this month. See Quick Guide notes for list of Associate Deans who distributed information.

Elizabeth Wilber shared that she is forming new PLG on Lake Worth and looking for additional members. She currently has three members in addition to herself.

Dave Wells mentioned that, through meetings with the Title V Director, there is interest among administrators in forming a PLG that focuses on diversity and that there are faculty who have already expressed an interest in joining such a PLG. Also, Mindy Yale, PLG Facilitator in Boca Raton, has volunteered to lead such a PLG should it begin forming. Dave Wells shared that it is not exactly clear if such a PLG would overlap with the QEP focus on critical thinking in addition to diversity topics. Dave Wells will inform committee as he learns more about the purpose of such a PLG.

#### **Item 5: Title V Summer Institute**

**Discussion:**

Dave Wells described the Summer Institute and how it is a joint project of the QEP and the Title V grant program. Dave Wells shared a list of each Summer Institute completer and the critical thinking project they developed for implementation this semester.

- Opportunity to develop, plan implementation and assess the outcome of a critical thinking instructional project (pedagogy, assessment/assignment)
- 12 hour commitment over 4 weeks starting in late May
- 29 of 30 completed – 24 of which were PLG participants
- \$1000 stipend to completers
- 2016 recruitment and application process under development

**Item 6: Fall Development Day****Discussion**

Dave Wells described fall development day double session for PLG members, Summer Institute attendees and those faculty and staff interested in both to offer short presentations (Pecha Kucha Style: [www.pechakucha.org](http://www.pechakucha.org) & <https://www.youtube.com/watch?v=32WEzM3LFhw>) on their PLG work or Summer Institute project

Some concern was expressed that by the Development Day event day of October 13, Summer Institute attendees may not have implemented their project and thus not be ready to share result and impact.

**Item 7: Professional Development**

Dave Wells closed meeting by sharing the next committee meeting date of Friday, November 13, 2015. Also, a moment of silence was observed since the moment of silence in remembrance of the national tragedy on September 11, 2001 was skipped in the beginning of the meeting.

Respectfully submitted,

Dave Wells  
Manager, Quality Enhancement Plan