Minutes
QEP Steering Committee

Meeting of Tuesday, 4/7/2015, 10:15 – 11:45 am, Board Room C306

Co-Chairs: Dr. Jim Curran, College of Business (regrets)
Dr. Tricia Hunsader, College of Education

Members:
Andrew Becht, Student Government Representative (regrets)
Prof. Keith Barron, College of Hospitality & Technology Leadership – Alternate attending, Dr. Hyo-Jeong Kim
Dr. Brianne Reck, College of Education (regrets)
Dr. Richie Reich, College of Arts & Sciences
Dr. Jane Rose, College of Arts & Sciences
Amanda Shurtleff, Academic Advising
Michelle Teeter, Student Government Alternate
Dr. Mary Beth Wallace, Student Services (regrets)

Institutional Research & Effectiveness Support: Dr. Bonnie Jones, Laura Hoffman
Library Support: Diane Fulkerson (Absent)
Critical Thinking Researcher: Dr. Mike Gillespie, College of Arts & Sciences
Logistical Support: Christine Rock

1. Welcome New Member – Dr. Hyo-Jeong Kim, College of Hospitality & Technology Leadership substituting for Professor Keith Barron.

2. Review of Minutes from Meeting of 3/24/2015 (Tricia)

3. Campus Board Meeting (Bonnie)
   a. Friday, April 10, 1:30 – 3:00 pm, Selby Auditorium
   b. Who can attend? What to discuss?
      i. Dr. Hunsader will introduce the QEP to the Campus Board during her Faculty Senate update. Drs. Rose and Jones will be in attendance. Dr. Gillespie to check his calendar.

4. April 20 Critical Thinking Workshop
   a. Number of Attendees (Tricia, Christine, Mary Beth) -
      i. 49 Faculty (30 @ 9-12; 19 @ 1-4) and 23 staff (12 @9 – 12; 11 @ 1-4) have indicated the will attend. Ms. Teeter and Mr. Becht will send invites to the students this week.
   b. Agenda (Bonnie)
      i. A draft agenda will be sent by Dr. Jones to the Foundation.
   c. Breakfast & Lunch Arrangements (Christine)
   d. Snacks in Afternoon (Christine)
   e. Room Set-up (Christine)
   f. Check-in (Christine)
   g. Materials (Christine)

5. Review of Critical Thinking Rubric (Mike)
   a. Background:
      - QEP committee drafted initial learning outcomes based on Paul & Elder’s framework
      - Faculty teaching capstone courses that assess CT for Core Curriculum were invited to discuss how CT is developed/assessed in their programs/capstones
      - Learning outcomes were revised based on that discussion
6. The same faculty were asked to provide example “meets expectations” anchors for each of the learning outcomes
   QEP committee reviewed these anchors and determined that a set of general anchors needed to be provided that can be used across all courses/programs
   QEP committee determined that the 3rd set of anchors seemed most amenable as a starting point

b. Moving forward:
   - **Dr. Gillespie will draft a rubric containing one general set of anchors**
   - Dr. Gillespie will distribute this back to the faculty who provided them for initial reactions (it may be useful to circulate more widely as well)
   - The results of this process, perhaps to include a finalized draft rubric, will be brought to the 4/21/15 QEP meeting
   - We may use Fall 14/Spring 15 assessment data to pilot the scoring process prior to the Fall 15 term. The Fall 15 / Spring 16 assessment cycle can then incorporate the CT rubric
   - Faculty will be provided with the rubric so that it can inform their courses and assessments for improved alignment
   - Scores will be provided as part of the program assessment process
   - At some point, IR can tag which artifacts are from students who have (1) taken all relevant courses here, (2) have also taken a dedicated CT course here (possibly eventually), and (2) transferred from another institution and hence have not participated in our lower-level core curriculum
   - Note – in order for the rubric to inform course development and the assessment cycle for Fall 15, the pilot scoring process will need to be completed before the beginning of the term so the rubric can be revised accordingly and sent out to faculty. (Submission date TBD)

6. Update on QEP Lead Evaluator (Tricia)
   a. **Dr. Hunsader will discuss with Dr. Jones the identification of a QEP Evaluator.**

7. Logo Contest Update (Bonnie)
   a. Dr. Jones has worked with Marketing and the Webmaster to create a webpage through which the campus community will vote for their preferred logo. **Voting will open tomorrow, April 8th.**

8. Today’s Meeting Message to Share Publicly (Tricia)
   a. The committee has formulated a plan to have a draft rubric ready for piloting during the closing of the 2014-15 assessment cycle.
   b. Voting for the logo contest will be live on April 8th.
   c. There is still time to sign up for the April 20th workshops.

**Next Meeting: Tuesday, April 21, 10:15 – 11:45 am, Board Room C306**
Reminders: Monday, April 20, Critical Thinking Workshop, Selby Auditorium
Monday, August 17, 8 am – 5 pm, Selby reserved – holding to finalize until after April 20