Minutes
QEP Steering Committee

Meeting of Tuesday, September 15, 2015 – 9:00 – 10:30 am – B335

Chair: Dr. Tricia Hunsader, College of Education

Vice-Chair: Dr. Mike Gillespie, College of Arts and Sciences

Members:
Andrew Becht, Student Government Representative
Prof. Keith Barron, College of Hospitality & Tourism Leadership (excused)
Dr. Jim Curran, College of Business, and College of Hospitality & Tourism Leadership (excused)
Kim Mones, Director, Student Engagement
Dr. Brianne Reck, College of Education
Dr. Richie Reich, College of Arts & Sciences
Dr. Jane Rose, College of Arts & Sciences
Michelle Teeter, Student Government Alternate (excused)
Dr. Phil Wagner, Core Curriculum Committee

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

1. Approval of Minutes from August 11, 2015

2. QEP Evaluator Selection—The QEP Steering Committee discussed two possible candidates to serve in the role of QEP evaluator.
   Action: Dr. Bonnie Jones, Dr. Mike Gillespie, and Dr. Tricia Hunsader will interview prospective QEP evaluator, Dr. Connie Wolfe, Dean of College of Arts and Sciences at Surrey Community College in Dobson, NC prior to the next meeting.

3. Group on Critical Thinking Assessments:
   a. Possible assessments—Proficiency Profile, Collegiate Assessment of Academic Proficiency, California Critical Thinking Skills Test, Cornell Critical Thinking Test, ETS iSkills Assessment, Halpern Critical Thinking Assessment, Problem Solving Inventory, Watson Glaser Critical Thinking Appraisal, Critical Thinking Assessment Test
   b. Laura Hoffman, Dr. Phil Wagner, and Dr. Mike Gillespie volunteered to serve on a subcommittee to select assessments.
   c. Action: Volunteers will present on October 13th to the committee a final recommendation with rationale to include criteria that it was based upon for selection.
4. **Current Draft of QEP Narrative**—Dr. Hunsader has written a draft of the QEP plan that was partially reviewed at the meeting.

5. **Final Decisions to be made on:**
   a. **CT Commitments & Intellectual Standards**—It is understood that the rubric serves as the bridge between the intellectual standards and the CT commitments. With this understanding, a motion was moved and seconded.
   b. **QEP Goals**—Goals are listed based on what needs to happen first and not in order of importance. Therefore, Goal 1 must happen first, in order to accomplish Goal 2.
   c. **Operational Outcomes**
      i. The QEP committee came up with a framework on how the operational outcomes of Goal 1 (outcomes 3 and 4 in particular) could be facilitated and incentivized:
         - Faculty member submits proposal on how they will integrate Critical Thinking in their classrooms.
         - ½ of award given to aid in implementation if proposal is approved (competitive).
         - Faculty implements proposal into their classrooms.
         - Evaluation—did they carry out their proposal?
         - Final amount of award given for excellence.
      ii. Based on the framework, it was suggested that the narrative be changed:
         - Illuminate that being an IncrediBull faculty member represents a major commitment.
         - Award is based on leadership, scholarship, and mentorship of the faculty in the area of critical thinking.

6. **Implementation Plan Review**
   a. At least one Teach and Greet dedicated to Critical Thinking.
   b. Training modules should contain the critical thinking definition and commitments. All faculty, including adjuncts, will have access to training modules.
      i. Will launch 1st training module to be under the Director of the QEP.
      ii. “Teaching with technology” training module should be launched sometime during Spring 2016.
   c. Critical Thinking Workshops—have students talk about the course and how the assignments helped them fulfill the commitments.
   d. **Unit Based Faculty Development**
      i. Dr. Reck and Dr. Hunsader will work together to develop a timeline.
   e. Curricular Integration
      i. Kim Mones agreed to add critical thinking activities at orientation. Assessment will be administered at the beginning of orientation to establish a baseline representing student’s critical thinking skills.
      ii. There must be an assessment done at the beginning of orientation to establish a baseline representing their critical thinking skills. It was suggested that the assessment be 5-10 questions.
      iii. Distance Education Students will take the assessment before they have access to the rest of their orientation activities.
      iv. App can be used facilitate critical thinking activities in the future.
v. Orientation assessment will be reviewed and revised each year.

f. Critical Thinking App
   i. IT Faculty have met to develop this application.
   ii. App can be the primary means of communication, data collection and analysis.
   iii. App also can be where assignments and rubrics are imbedded.
   iv. For year 1, focus on app will be to get it up and running.
   v. Faculty will keep watch for students who engage with the app the most and submit their name and three sentences on why they deserve recognition.

g. Core Curriculum Integration
   i. At lower Level—Integrate within foundational courses.
   ii. Upper Level—Capstone course assignments.

h. Program Integration
   i. Dr. Hunsader and Dr. Jones will meet to discuss an appropriate timeline for program integration.
   ii. Faculty will use the rubric to score assignments and activities in their courses.

7. For Next Meeting:
   a. Charlie Terenzio from Marketing will be discussing the Marketing and Communication plan for QEP at next meeting.
   b. Continue to review the QEP draft.

8. Fall Semester 2015 Meeting Dates and Times: Every other Tuesday, 9:00 – 10:30 am

   Next Meeting: Tuesday, September 29, 9:00 – 10:30 am in B237