

QEP Team Launch

April 2, 2008

QEP Team

Dr. Maximilian Buja

Dr. Bryant Boutwell

Ms. Deanne Hernandez

Dr. Paula O'Neill

Dr. Gary Rosenfeld

Dr. Christine Brosnan

Dr. Jon Wiener

Dr. Leslie Roeder

Dr. Patricia Butler

Dr. Cynthia Chappell

Dr. Robert Vogler

Student Inter-council Representative

Institutional Alumni Council Representative

Agenda Items

- Review new SACS handbook document and SACS expectations
 - Use TracDat and institutional effectiveness analysis to inform the process
 - Goals and Assessment Units
 - Establish a plan for disseminating QEP to students and faculty constituents
 - Consider RFP concept
 - Review SACS 2000 Self Study
 - Process for choosing QEP director
 - Logistics for approval through Deans and executive leadership
 - Establish a schedule of meeting times
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**QEP Launch Meeting Minutes
April 2, 2008**

Present:

Dr. Buja
Jon Wiener
Dr. Bryant Boutwell
Paul Wood
Dr. Paula O'Neill
Dr. Leslie Roeder
Dr. Allyson Ownsby
Dr. Cynthia Chappell
Dr. Christine Brosnan
Dr. Robert Vogler

Not present:

Deanne Hernandez
Student Inter-council Representative
Institutional Alumni Council Representative
Dr. Judianne Kellaway

Meeting started late due to Presidential Search Committee

Dr. Boutwell introduced charge by reading SACS COC 2.12
Provided FIU method for selecting a QEP topic
Provided The QEP Enhancement Plan and discussed

Budget: QEP must have a budget, follow-up occurs at 2015

Mr. Dillon will attend the leadership team meeting in Atlanta in June, as well as Drs. Gary Rosenfield, Davies, Boutwell and Buja

Substantive Change: Gray areas needing clarification, now its own requirements. First four workshops published. We are now hosting a workshop 6/6/08, 8 – 12 at the SPH Auditorium with invitations to follow.

Key to success: Identify a faculty member who will make the selected topic their commitment and focus. Most likely, this faculty member is already developing activities in the area of the topic we select.

Schedule for meeting times – the group agreed that the 3:30 – 5 p.m. time on Wednesdays would work well on a monthly basis.

Dr. Boutwell noted that having a topic selected by the time of the Leadership Orientation in Atlanta on June 9, 2008 is preferable.

Dr. Weiner suggestion: Career Development

Dr. O'Neill: Link teaching and learning together, help students have career goals.

Buja: Sea change: Self-study has morphed into QEP which must have a budget established and a 5 year interim review. 100 page document. Researched, coded lit. review, coded rationale, a plan of action. In choosing the topic, we must vet this through a process that various constituents should have been vetted through the process. It should fit our goals and mission. We should look at institutional effectiveness and identify a topic that is informed by the data with student outcomes in mind.

Some universities have asked for an RFP, in the form of a letter of intent.

Vet through this committee. Have at least one or more champions of the topic.

Chief Champion will be QEP director. This will be a .5 or more FTE for that individual.

Another idea a HSC learning institute. Something akin to the home of the QEP.

Vogler: Brought up several topics for consideration:

Use of technology, lifelong learning, critical thinking (UT Arlington)

Multiple Intellegences - Academic Institutions don't plug into different teaching modalities

Dr. Buja: Critical Thinking - Push out into individual disciplines. Perhaps work with this and combine.

Dr. Chappel: Working on Professionalism

Dr. Weiner: Relationship between professionalism and career development

Any issues with using previous work? Dr. Boutwell that we can building upon previous work but the QEP should not be something we already have organized.

MLB: Base-line metrics.

BB: SACS want's base-line.

Assessment at student level. Assessment for QEP program itself.

Dr. O'Neil: provided an overview of her career development work

QEP Center: HSC-wide, or could it reside at the home of the chief faculty member.

A large informatic key component

Dr. Buja question: Should we put together a budget before we ask for somebody to sign-up to do this?

Dr. Chappel: Critical Thinking, ethics, system thinking, very in-line with our competencies.

Dr. O'Neil: Referenced Dr. Stobo's initiative at UT System, mentioned professionalism, ethics, face-to-face group time.

What will the students think important?

Dr. Weiner: what are the career options? They need career development as already identified through student perception surveys.

Dr. Boutwell noted he would gather that data from student perception surveys and student focus groups would be a useful tool for documenting student input regarding the QEP.

Dr. Buja summary:

Meet monthly

Look at student satisfaction surveys

Look at an outline for a budget

Consider topics

Explore the top topics from each of the school student perception surveys and develop student focus group instrument for use.

The meeting ended at 5:15 p.m.