Leadership Meeting

June 6 – 8:30am – Main Bldg #103

Present: Dr. Heidi Anderson, Dr. Robert Mock, Dr. Jennifer Skaggs, Dr. Diane Snow, Dr. Holly Swanson, Dr. Sharon Turner.

Introduction

The SACS Compliance Certification document is 12% complete & compliant.

This meeting will focus on the QEP and a presentation by Dr. Snow.

Presentation (*PowerPoint*)

The QEP timeline is right on target.

- Fall 2012 – campus approval
- Jan 2013 – Due to SACS
- Need to include Marcie Stoll’s feedback in the QEP timeline

There have been significant improvements in the document since the last Leadership update in November.

- Presentation U – branding by Jay Blanton and Roxanne Mountford.
  - Students wanted “simple” and a name that tells them what the center does.
- External Consultants
  - Dr. Deanna Dannels and Dr. Chris Anson from NC State University
    - Their program focuses primarily on training faculty
    - Consultants provided a document prior to their visit
      - 2 day visit, campus tour, and QEP committee Q & A session
  - Recommendations:
    - Narrow the scope
    - Focus on faculty buy-in and *Faculty Fellows* program
    - Specific aspects of Assessment
    - Impact
- Connie Ray
  - Served as an external consultant Fall 2011-present
  - Strengths: process, literature review, connection to UK Core and Strategic Plan
  - Challenges: more detail on topic development, assessment, add a pilot program

Changes since the last draft

1. Narrowed the scope: focus on Juniors and Seniors instead of all undergraduates to highlight original goal of “integration of multimodal communication skills in the major”
2. Faculty Fellows: described clear means by which to obtain buy-in and full participation
3. Added quantitative detail regarding overall impact
4. Described in greater detail sustainability measures
5. Made significant additions and clarifications to description of topic development process
6. Added pilot program with full assessment
7. Dramatically improved assessment component of document

Faculty Fellows Timeline (from PowerPoint)
QEP Campus Impact (from PowerPoint)

The QEP could potentially serve between 21K and 43K students over a five year period, as shown in Exhibit 6.2 below.

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</table>

Students (potentially) Served: 21,875 43,750

*Course implementation: Spring 2014, Fall 2014, Spring 2015, Fall 2015, Spring 2016, Fall 2016, Spring 2017, Fall 2017 (Impact Report due to SACS)

END Exhibit 6.2

Sustainability

1. Assessment data used to improve & sustain

2. Effectiveness of Presentation Center and Faculty Fellows

3. Faculty Support & PR campaign

Topic Development Process

1. State of the Community: reports from Roger Sugarman & Marsha Watson

2. Solicit “Big Ideas” from the campus community

3. Data Collections & Assessors

4. Data Mining at the Retreat (June 20-11, 2010)

   Description included in last draft, but required more detail

5. Post-hoc validation

   How each theme was supported by assessment data
B&E Pilot Project

CIS 300 – Strategic Business & Professional Communication

- Qualtrics pre- and post-tests, self-reports, and multimodal communication project assessment.
- Student Portfolios

*Won’t be able to include CIS 300 assessment results in the QEP document, but the results will be available for the implementation, which will be mentioned in the document.

QEP-IT (Implementation Team)

List of individuals to be considered.

- Some have been notified of their consideration, while others have not.
  - Caught in the Swamy – Tracy transition

There was a “bump” in preparing the Graduate Writing Regulation. Scientists did not feel qualified to teach outside of their field.

- Overlap Senate list for Graduate Writing Regulation & QEP Implementation Team.

Discussion

Q. QEP starts with one site and then possibly expands to satellites. How do you quiet the variables with different student populations in assessment?

A. The primary site will provide a baseline. Future sites will be designed with results from the primary site, combined with factors relating to specific student and faculty populations who will use the services. This will be clearly described in the QEP document.

Q. How do we recruit Faculty Fellows?

A. So far there have been several faculty members who have expressed an interest. Abundant advertising of the benefits to both faculty members and students will be carried out.
Q. How do we teach the initial cohort?
A. Primarily using faculty from the College of Communication.

Q. Does the Faculty Fellows program extend to Lecturers?
A. It doesn’t explicitly say “Lecturer”.

   This would be an excellent career development option for Lecturers as part of their DOE
   is dedicated to professional development. However, they are not permanent faculty and
   might not be teaching courses for Juniors and Seniors.

Q. Can we put links into the QEP document to keep it under the 100 page limit?
A. No. SACS wants hardcopies. Perhaps removing lists of committee members from the text
   and inserting them into the appendix would free up some space.

-Dr. Turner requested greater detail regarding the responsibilities of the Coordinator of
  Assessment.

-Received a critique of the draft budget from Connie. Lisa Wilson will edit and return for further
  consideration. The goal is to ensure the budget matches and supports assessment efforts
  described in the text.

-Proposed dedicating funds for hiring a full-time IT person

Next Steps

- Video conference with Marcie Stoll
- Send the QEP document to a professional editor
- Possibly hire another consultant to focus on the structure and format of the document.
Conclusion

- Terry McConathy is the 3rd consultant. She is a professor of English at Louisiana Tech.
- Drs. Armacost will wrap up checking Faculty Credentials within the week. Then they will look at all Strategic Plans and Student Learning Outcomes for all units.
- We are 90 days out.
- As standards are deemed complete and compliant, the Leadership Team needs to approve them before mid-July. This will be accomplished via email.
- There is a new SACS Resource Manual. Those affected by changes have been notified.

The next SLT meeting will be: ____TBD______