

QEP Meeting Notes 9/29/23

Attendance - 22

The meeting began with the findings of each sub-committee, including the Title and Marketing Committee, the Pre-Mortem Committee, the Focus Group Committee, the Constituent Survey Committee, and the Assessment Committee.

The **Title and Marketing Committee** did not have any updates. They will meet in the coming weeks and present their findings at the next team meeting.

The **Pre-Mortem Committee** discussed possible pitfalls to anticipate for the implementation of QEP objectives. Ultimately, the committee showed that most of the concerns and possible pitfalls would revolve around poor communication, poor planning, and the initiatives being poorly executed.

The **Focus Group Committee** stated that over 70 individuals have participated in focus group surveys. While analysis is still being conducted, all three goals have broad support generally. 1 person has so far not been in support of goal 2, and 3 people have so far not been in support of goal 3. The objectives of the first-year seminar and learning communities were the most frequent topics discussed in the focus groups. More focus groups will be held throughout October, after which the feedback will be analyzed for themes and patterns.

The **Constituent Survey Committee** presented results indicating that faculty, staff, and students broadly support the QEP initiatives. 332 student respondents completed a survey indicating that anywhere between 1:4 and 1:3 students support each QEP initiative and that only 1% of respondents did not support the QEP. Nearly half of student respondents reported that they felt each objective would benefit FTIC students and that they would support the full QEP. Faculty and staff survey results (n=220) showed similar patterns with nearly half of them reporting overall support for all objectives. Only 1% of respondents said that they would not support the QEP objectives. The top priorities for faculty, staff, and students alike were revising the pre-term orientation and providing a robust early alert system. The third priority for faculty and staff was reported to be the first-year seminar, which was ranked fourth for student respondents. The third priority for students was more targeted intervention programs, which was the sixth priority for faculty and staff.

The **Assessment Committee** provided an assessment checklist with intended objective outcomes and a method of assessment. The checklist also includes which of the measures are quantitative, qualitative, and represent formative and summative modes of assessment. The checklist also indicates responsible parties for the information to be collected.

The meeting concluded with a brief statement from a faculty member that EDUC faculty are all on board for re-designing the EDUC 1300/1100 course to be a first-year seminar. The faculty member also stated that EDUC faculty are on board with the learning communities. Some PSYC faculty expressed concerns, but they are mostly on board as well.

The following items were outlined for the next meeting.

- Title and Marketing Committee
 - List of FYE resources and what is being proposed
- Where do we go from here (Timeline)
- Focus group specifics
- Website updates
- MATH and INRW faculty meetings about the learning communities
- Proposed Budget
- Be sure about these objectives