**QEP Committee Minutes**

**Tuesday March 28, 2018**

**1:00 pm –Lumbee Hall 423**

Members Presents: Michael Allewine, Polina Chemishanova, Sherry Edwards, Elizabeth Normandy (Chair), Derek Oxendine, Christie Poteet, Cornelia Tirla

Meeting was called to order at 1:14 pm. There were no corrections to the previous minutes.

The committee continued the discussion of UNCP’s QEP-“ increasing student engagement through the use of high impact practices for the purpose of increasing student learning or student success”

1. Modify the goals concepts:

Use of the high impact practices of the capstones courses / integrative learning

2. Literature review

* Assessment methods of the capstones courses

- Sherry Edwards, Derek Oxendine

-SEQ, CSEQ, NSSE, FSSE–survey used in assessment

- Develop a rubric for the integrative learning for major’s assessment.

* Establish learning goals
* Review of the catalog for capstone courses, senior seminar courses and internships-–Christie Poteet
* Analyze the time lime and resources later in the process
* Review student engagement –Christie Poteet
* Review of capstone courses – Polina Chemishanova
* Define student outcomes- student success or/and student learning
* Writing of the literature review- creating notes from different papers

3. Organize faculty development and training.

* Faculty should be trained to be able to design a capstone course and also in the assessment of the capstones courses.
* Incentive for faculty and departments.
* Find resources for faculty development.

4. Informing the faculty

* Inform the faculty senate by Fall 2018
* Develop student objectives first and a chart for clarification
* Inform the Chancellor and the Provost

For the next meeting the committee will continue the literature review on Capstone courses / projects.

Next meeting of the QEP Committee is scheduled for April 17th at 1:00 pm in Lumbee Hall 436.

Meeting adjourned at 2:15 pm

Minutes submitted by Cornelia Tirla