**QEP Committee**

**Minutes**

**Tuesday March 13, 2018**

**1:00 PM –Lumbee Hall 436**

Members Present: Polina Chemishanova, Sherry Edwards, Elizabeth Normandy (Chair), Rosemarie Pilarczyk, Mohammad Rahman, Cornelia Tirla

Meeting was called to order at 1:01 pm. There was one typo to be corrected in the minutes of February 27, 2018.

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”.

The committee discussed the following concepts related to the QEP topic of student engagement:

* After a discussion of high impact practices and other research that was presented the committee began to focus specifically on “capstone courses/projects”. We worked on a conceptual definition which included:
	+ Culminating experiences
	+ disciplinary or interdisciplinary
	+ Final year
	+ Project/demonstrating knowledge of discipline
	+ Integration and application
	+ Simulation-using prior knowledge
	+ Synthesis/evaluation
	+ Collaborative learning
	+ Should it be WE course?
* Purpose
	+ What are the student learning outcomes that are assessed?
	+ Surveys-indirect.
	+ Integrative-Rubric-for major’s assessment.
	+ Artifacts/ portfolios.
	+ Professional preparation.
* Department buy-in-incentives
* Stipend to department.
* Teach upper division courses.
* 22-24 departments 3 faculty per department.
* 1 per department/1 section- 20 students x 1-2 per year= 50 courses per year.
* Need to approve the syllabus of those courses.
* Faculty development to instruct on “how to develop capstone courses/projects”.
* Action Steps
	+ Survey UNCP departments to determine what they might be doing that could resemble capstone courses/projects.
	+ Review more research on Capstone QEP’s.
	+ Consider doing a pilot in one or two departments.

For the next meeting, QEP committee members should review research on Capstone courses/projects.

Next meeting of the QEP Committee is scheduled for March 27, 2018 at 1:00 pm in Lumbee Hall 436.

Meeting adjourned at 2:45 pm.

Minutes submitted by Sherry Edwards