REAL Council

Minutes

Oct. 23, 2009, 9:30 a.m., CITDE TC 137

Attendees: Karen Murray, Darla Doty, Gilbert Hinga, Melissa Becker, Benni Konvicka, Tara Whitson, James Reed, Hank Jones, Denise Martinez

By Centra: Kim Rynearson

Guest: Credence Baker

Handouts:
- Agenda

Discussion:
1. Demo and discussion of Chalk & Wire
   - Biggest challenge – currently requires separate credentials; IT (Becky Gray) is working on a solution to this;
     - possibly authenticate through blackboard.
     - Blackboard would serve as a centralized info location
     - Students enrolled in ALE sections would be enrolled in the QEP course in blackboard; not to put their artifacts in blackboard, just as a “tunnel” through which they can access Chalk and Wire
     - QEP course in blackboard would maybe have 5 modules (one per office)? With associated prompts and/or templates for each? – need more info
   - Demo of the student side:
     - Student has a portfolio for each department; e.g. C&I, QEP, etc
       - Student can join dept OR be assigned to dept.
     - Student can select components of everything submitted for any dept to create a “showcase” portfolio
       - Darla could help train students on selection of appropriate material
     - Students can add personal components as well; they don’t get scored because they aren’t part of a department
       - They have 2GB of storage space
     - To add an artifact, student selects the dept, then selects the assignment
       - Maybe our dept would be QEP, the “assignment(s)” would be the prompts for the appropriate office. – input from Tara needed.
       - Artifact can be uploaded to multiple areas
     - Fairly flat learning curve for students: select dept, select artifact, upload materials, select the assessor (their instructor/director)
   - Demo of the assessor side:
     - Select the assignment to grade; rubric appears on left; rubric defines criteria against which the artifact will be scored
• Criteria includes definitions and examples of what qualifies as each ranking, e.g. poor, fair, good, very good, excellent – these will be developed by the office directors as a subcommittee (see prompts and rubrics notes below)
• Dual monitor system is highly recommended
  - Opportunity for depts. to provide “in-kind” support?
• Issue to be resolved by Credence/Tara: After graduation do students get free access for one more year or buy access for fee (~$40/yr)
  - Students can also download their eportfolio materials prior to graduation

2. REAL Council update.
• Frank Ewell has agreed to serve from COAHS
• Devonna Cowdrey (COBA) has been contacted
• Karen is discussing Gary Westbrook (COLFA) with Minix.

3. Update on prompts and rubrics – Melissa and Benni
• Prompts/rubrics – need SLOs from each office
  - Asap – each office director, send the SLOs for experiences under your office (these already exist?)
  - Need what you would like to see assessed with the rubric and definitions and examples of the rankings
  - Prompts must embrace flexibility and be adaptable across disciplines
• Broadened the Prompts and Rubrics subcommittee – add Denise, Gilbert, Office directors
  - New subcommittee will meet Tuesday at 4:30, Benni will send out the location
  - Denise and Gilbert will be there as soon as they get done with the Chancellor (hopefully by 4:30)
  - Bring your SLOs and what components you would like to see in the reflections that fall under your office

4. Update on writing sections
• Table of Contents/report order – Denise
  - Denise is reorganizing the document and adding verbiage to address Rugg’s comments as well as they way the document flows in the new order; is NOT rewriting the sections assigned below.
  - Continues to evolve as the document itself is restructured; will send new doc out asap
• “Keeping it REAL is Not Sharply or Clearly Focused or Defined” - Mark and Benni will rewrite, probably starting at the “crafting of possible themes” section; then send to Coady, Kim R., and Gilbert for comment and review
  - Benni has input from Mark and is putting it together in the section
• Assessment - Karen, Russell, Denise
  - Denise has input from Karen and Russell
  - This will be more complete once the prompts and rubrics subcommittee finishes their work.
• “under Internships and Practicum Experiences, “field experiences” and “co-ops” should be mentioned and incorporated” – Darla Doty - done

5. Discussion of marketing – QEP Marketing committee (Alyson, Jeanelle)
• Status of logo; options for getting a logo?
• Alyson reports the graphics designers have been busy with homecoming needs. Will work on this asap
• May need other options to put together logos
  • Darla has a GA with experience in this
  • Nick Lilly was also suggested as a graphics editor
• Alyson – please send Denise the graphics files from logo #3

• Stuffing and distributing progress
  • Distribution is progressing nicely, but needs to get finished.
  • If you have assigned distributions please let Jeanelle know how many
    keychain wallets you need and she will send them to you.
• Donna Savage sent a nice followup email to her group after dispersing the gifts. Please consider doing something like this for your
  department/division:
  • Greetings:
    The QEP Committee has sent you a gift…. A wallet/key chain that I
    have delivered or placed on your chair. Forgive me if I have
    skipped anyone, and then head upstairs and I will give you one. We
    should all be well acquainted with QEP (Quality Enhancement
    Plan). You may remember that Dr. Denise Martinez shared
    information from the QEP committee at our May library planning
    retreat. However, the project continues to evolve and develop, so
    please take time to keep up with the emails on the QEP and the
    university-wide effort to provide students Real-world Experiences
    Applied to Learning.

6. Will the ALEs be tied to courses?
• Yes, in most cases;
• There are some experiences that are semester long and meet the purpose of the
  QEP but are associated with credit (for example, internships are not always
  associated with a class, an undergraduate research project may not be associated
  with a course; these are still ALEs; there is typically still a faculty/staff member
  associated with gathering data about the experience).
  • Could also add specific designations for u/g research experiences that ARE
    associated with courses such as the 488’s we use in COST.
• Still need: (to be developed by prompt and rubric subcommittee)
  • details on working it into the curriculum system (Karen says this is doable
    by Fall 10 curriculum cycle);
  • templates for courses/sections applying for ALE designation
  • specs of what qualifies as an ALE course

7. Adjourn