REAL Council

Minutes

Dec. 3, 2009, 1:30 p.m., Library Multipurpose

Attendees: Denise Martinez, Mark Shipman, Darla Doty, Karen Murray, Gilbert Hinga, Johnny Robinson, Mike Barnette, James Reed, Benni Konvicka, Art Low, Devonna Cowdrey, Holly Lamb, Melissa Becker

By Phone: Kim Rynearson

Handouts:
- Agenda

Discussion:
1. Discussion of QEP Lead Evaluator
   - Names were sent out by Denise; Dennis Jones also submitted some contacts; nothing has panned out yet;
   - We will attempt to find other promising candidates at the SACS conference in Atlanta next week

2. Discussion of draft document
   - Parts still needed (red and yellow highlights) – please focus on these for the next week
   - What counts as an ALE (applied learning experience) – the parameters for the experiences have been well defined so far; still need a few more tweaks
   - Tracking assessment data
     - In weave – possibly make QEP = dept, offices = programs? Will investigate further
     - Who will put the data into weave?
       - The supervisor/faculty member will collect the data
       - Who aggregates the data for QEP?
         - Office directors (present) agreed to compile the data - agreed
         - Note that if the participation is large we can sample
   - NOTE: each office has learning outcomes. These are currently not assessed with the prompts and rubric. To gather data on these, an additional set of questions or indicators will be needed.
   - Tracking participation
     - Course experiences – could track by one or more of the following means:
       - Blocked sections
       - ALE is an independent study
       - Set the limit to zero and include “applied learning” in the description and require override by the appropriate ALE office director or QEP coordinator
• Issue: schedules are due a year in advance and a mechanism that increases the number of changes submitted to the schedule would probably not be well received.
• Some courses may always be ALEs, such as capstones, service learning courses, undergrad research courses.
• “Transient” ALE sections of courses (those that are not always offered as ALEs)? – special section designations may make them trackable on the transcript
• Denise will meet with Denise (Groves) to discuss options for tracking on the transcript and course designation
• Non-course experiences – is there a way to track these on the transcript
  • What does DegreeWorks offer?
  • Experiences require prior approval process, so may be able to associate with sections of courses. What about tuition?
• Denise and Karen will work on the logistics and structure of participation tracking this week.
  • Rubric
    • We currently state that a student must get a minimum score on the rubric for the experience to qualify – 3.2/4.0 (80%)
    • The rubric evaluates quality of the response and the achievement of the SLOs as stated. This doesn’t necessarily mean the student has to have been impacted by the QEP, e.g. the experience may not have changed their global view (although we expect they will)
    • Impact can be better assessed as alumni. Tarleton does an alumni survey and we could add questions to the existing instrument.
    • Denise, Karen, and Melissa will work on the assessment section

3. Template for experiences
  • See section VII of the draft document for criteria for experiences; these will be added to the template

4. Discussion of marketing – deferred to next meeting
  • Items for students
  • Signpost banners
  • Putting “Keeping It REAL” in email signatures

5. To do list
  • If your name is highlighted in the report, please get those paragraphs to Denise as soon as possible
  • Continue to review rev 5 of the document. Emphasize coverage of sections VI – XI. The conclusion seems a bit wimpy; please wordsmith.

6. Next meeting – please send available times for Dec. 10th and 11th
7. Adjourn – 3:00 pm