

## **Joint Meeting of Implementation and Assessment**

### **QEP Sub-Committee – January 18, 2019 at 8:30 am**

Members present: Linda McCarley, David Wages, Sherry Terry, Holly Elmore, Stephen Rizzo, Beth Gibbs, Laura Crosby, Wade Nixon, Robin Houston, Mary Beth Barber, Lisa Stephens, Max Weaver.

The sub-committees discussed changes to ORI to focus more on topics associated with student success such as note taking and study skills. It was suggested that the “Bear Basics” format might be utilized to reduce the amount of class-time taken to address policies and procedures. Another suggestion was that the videos of policies and procedures be made available through Canvas and that the students would have to answer a quiz or survey about the material that would be graded by the orientation instructor. This seemed to be a better idea because of the direct contact students would have with their orientation instructor.

It was also discussed that we need to ensure that all freshman take orientation within their first two semesters at least. This is difficult sometimes because of student schedules, so it was suggested that we have several sections each semester of on-line orientation courses for regular students not just for our on-line degree students. Since this not our current policy, it was noted that this will need to be discussed further.

It was also discussed that soon we need to bring in orientation instructors for training to ensure that essential concepts are being covered with similar instructional techniques. Linda has requested the specific course syllabi from all orientation instructors so as she gathers this information we will progress along these lines. It was discussed that there are many different resources available for the course through Canvas which include pre-made instructional videos, learning styles inventories, time management plans, etc. which can be used by all instructors.

Also, a survey is being created to send to all orientation classes to ask the students what ideas and concepts they think they need to see more of in order to achieve greater success. Focus groups will be led on each campus prior to spring break focusing on this issue. Questions will be developed by David Wages working in conjunction with Dr. Russell Howton. Students who are currently enrolled in orientation classes and students who are near graduation are the target populations for these focus groups.

Dean Weaver stated that he will schedule a full QEP committee meeting in early February to go over this information. It was suggested that this meeting be held over the IITS system to allow more interaction for those who may not be able to attend on a specific campus. Dean Weaver stated that he would contact Daryl McGowan to schedule the rooms.