**QEP Committee Meeting**

**Tuesday, April 17, 2018**

**1:00 pm—Lumbee Hall 436**

Members Present: Polina Chemishanova, Sherry Edwards, Elizabeth Normandy (Chair), Christie Poteet, Cornelia Tirla

Meeting was called to order at 1:10 pm. One correction was made to the previous minutes: Under item 2, replace CSEQ with CSXQ for surveys used in assessment.

Elizabeth Normandy opened the floor for discussion regarding literature reviews for Student Engagement, High Impact Practices, Capstone Courses and Assessment.

1. Student Engagement: Christie provided 8 key findings from her review of literature on student engagement. Chair Normandy advised that the information be condensed to two paragraphs highlighting student engagement as it relates to high impact practices and what it does for student learning. Suggested authors to include in review are Coates, Kuh, and Aston.
2. High Impact Practices: Polina provided an overview of literature on High Impact Practices. Sources include: Kuh (2008), Kilgo & Pascarella (2015), Brownell & Swaner (2009), Sandeen (2012), and Findley & McNair (2013). Polina will share with the group via Lib Guide. Polina will work on summarizing High Impact practices and the impact on student learning.
3. Capstone Courses: Information on capstone courses is limited. Next steps include assigning someone to research and review literature in this area.
4. Assessment: Sherry provided an overview of literature, highlighting work at Southern Illinois University Edwardsville and their Senior Capstone Experience. In this model, assessment is left to the department and each department develops their own learning objectives and rubric for assessment. Best practices suggest identifying 4-5 core components as a guide for capstone experiences. Before moving forward with assessment, the committee needs to work on defining student learning outcomes. Polina and Sherry will work on incorporating integrative learning and applied learning into literature on capstone courses.
5. Christie presented catalog review of current internship, capstone, and senior seminar offerings. She stated that the catalog lists more internships. Polina suggested that we might need to talk with departments to determine how they list capstone experiences. Christie will share the list with the group for them to add/edit.

Next steps:

1. Christie will write Student Engagement summary.
2. Polina will write High Impact Practices summary.
3. Sherry will research applied learning rubric and begin working on student learning outcomes.
4. Cornelia will review literature related to Capstone Courses.

Next meeting is scheduled for May 7th at 2:00 pm.