QEP Research Subcommittee Meeting
September 24, 2014 – Minutes

1:00, Walker Library, LIB 475

Present: Carol Boraiko, Dusty Doddridge, Tricia Farwell, Ronda Henderson, Cheryl Hitchcock, Nancy McCormick, Andrew Owusu, Jason Vance, and Sharon Whiteside. Guest: Lexy Denton. Absent: Lynda Duke and Ron Kates.

Jason Vance (Chair, QEP Research Subcommittee) called the meeting to order at 1:00. After introductions, Vance reviewed the Subcommittee's charge as written by Dianna Rust (Chair, QEP Committee).

> Conduct a literature review for the report and research best practices for the committee to consider in implementing the plan. For example they could research similar topics and pass along ideas, types of eportfolios and schools that successfully use them, etc.

Dr. Nancy MCormick volunteered to be the Subcommittee's vice-chair. She was elected unanimously.

The group reviewed the committee's to-do list distributed by Vance (see appended document), and members self-selected themselves to one of three groups.

Survey MTSU faculty about eportfolio use
Carol Boraiko and Tricia Farwell

Define "academic engagement"
Lynda Duke, Ronda Henderson, Andrew Owusu, and Sharon Whiteside

Define "critical reflection" and "integrative learning"
Dusty Doddridge, Cheryl Hitchcock, Ron Kates, and Nancy McCormick

Vance will send out some starting points for each group by email, and will check in on progress by Oct. 8. Groups will do preliminary research and report back by Thursday, Oct. 23.

Research

Send results/reports to subcommittee chairs and QEP Chair

1. Survey campus on current eportoflio useage (send to chairs; ask IEPR for survey monkey)
   - Departments currently using eportfolio or a portfolio?
   - What are students required to do with eportfolio/portfolio?
   - Are critical reflections required?
   - If using an eportfolio what tool are you using? Cost? Satisfaction?

2. Research on "academic engagement"
   - Recommend operational definition of "academic engagement"
   - Recommend types of Within the Classroom pedagogies to include
   - Recommend types of Beyond the Classroom experiences to include

3. Research on critical reflection AND Integrative Learning
   - Recommend definition for critical reflection and integrative learning
   - What types of reflection assignments are used for First Year Experience Courses?
   - What types of reflection assignments/integrative learning assignments are used for gen ed?
   - What types of reflection / integrative learning assignments are used for major?

4. Research on eportfolios
   - What other schools are using them? What tool do they use? Cost? Satisfied?
   - Schools using them in Gen Ed? How do they implement? What do they require? Common Assessment?
   - Schools using them in First Year Experience? What do they require?

5. Data that supports the theme
   - Update and Refine Chart of relevant institutional data that relates to the theme (work with IEPR on this)
   - Other data that supports theme
   - Summary of current efforts (data) on campus of eportfolios with critical reflection and student engagement WTC and BTC
   - Resources on campus that support the theme (writing center, Digital Media Center, LTITC, etc.)

6. Literature review and Best Practices on theme for QEP (see examples at other schools)
   - Need draft at end of Spring 2016