

**QEP Assessment Subcommittee
Minutes
September 15, 2015**

Attendees: Dr. Sarah Beach, Ms. Danielle Buehrer, Mr. Anthony Fitzgerald, Dr. Erin Porter, Dr. Mark Richardson, Dr. Bobbie Robinson, and Dr. Carrie Thurber

Reviewed and discussed the following items:

- ABAC’s QEP topic “Integrated Learning through Internships, Mentored Research, and Study Abroad.”
- Purpose of the Assessment Subcommittee: The purpose of this subcommittee is to develop the program (process) and student learning outcomes of the QEP and determine how those outcomes will be assessed.
 - i. **Action item:** The work of the Assessment subcommittee cannot be done until the committee members receive the literature review. Once the committee members have received and read the literature review, Danielle will schedule a meeting for the Assessment subcommittee to meet some time in November.
 - ii. **Action item:** Danielle will share NSSE data and estimated numbers of students who have been participating in integrated learning experiences at ABAC in the past few years.
- Purpose of the Two Other QEP Subcommittees:
 - a. Literature Review: The purpose of this subcommittee is to compose a literature review for the QEP document. This literature review will consist of appropriate sources to inform the marketing and assessment of the QEP.
 - b. Marketing: The purpose of this subcommittee is to promote the QEP to college community.
- Student learning outcomes will focus on changes in knowledge, skills, behaviors, and values. These statements are specific, focused, and measurable.
 - a. What should students know post-implementation of the QEP that they do not know?
 - b. What should students be able to do then that they can’t do now?

- c. How should their behavior change?
- d. What changes in values are anticipated?

Additional notes: Mark and Anthony suggested defining mentored research in a way that the capstones from the Schools of Human Sciences and Liberal Arts are included.