1. Updates
   A. October 3, 2014 Workshop
      The taskforce reviewed the evaluation results from the workshop facilitated by Kathleen Gabriel and had a workshop “debriefing.” Attendance was relatively good even though 30+ of the people who registered did not attend. The final attendance was 56 people with 50 completing the workshop evaluation form. The feedback from the workshop was positive. Several faculty members suggested having additional brown bag lunches to continue the conversation. Barbara is working with QEP Scholars to make that happen. For future lunch-and-learns, it was suggested to ensure that tables have a diverse group of people because one table ended up being a “non-faculty” table.

      Action item:
      Barbara will work on the QEP hosting an event similar to the workshop on October 3rd once a term. The plan will be to host an event in April 2015 and October 2016. Barbara asked Pat about Ken Bain the author of What the Best College Teachers Do because Mr. Bain had previously conducted a workshop at Broward College. Mr. Bain is under consideration as one of the workshop facilitators. Starting in 2016, the Winter term event will be in January instead of April. Marketing and collaborating with other departments will occur.

   B. QEP LibGuide
      The taskforce had the opportunity to preview the QEP LibGuide. Suzette provided an overview of each tab. She indicated if the taskforce had ideas for the LibGuide to please share. Yinka inquired about a tab for Student Affairs. Suzette encouraged Yinka to share information with her. The goal is to have the LibGuide finalized and launched by the end of this term, Fall 2014.

   C. QEP Endorsed Events
      Barbara discussed the Project-based Learning workshop conducted by Elizabeth Carrandi. Barbara attended two of the three workshops, which took place on three consecutive Fridays in October 2014. The workshop did an excellent job of incorporating the requirements of a “QEP endorsed event.” The attendance was relatively low, but the people who attended appeared to get a great deal out of it.
Patrick discussed the 2014 Business Development Conference hosted by South Campus’s Collegiate DECA club. Erick Perez is the club advisor. There were approximately 80 high school and college students in attendance. Patrick discussed the tasks the students completed. These tasks required the incorporation of critical thinking skills. The two student learning outcomes of focus were: analyze and interpret relevant information and generate well-reasoned conclusions. The taskforce discussed whether or not this type of event could be duplicated. Barbara and Patrick indicated that it could be and Erick was receptive to the idea; however, it would take a collaborative effort with other QEP scholars and Student Life.

2. Business Items
   A. *Recommendations from Let’s RAD: Rendezvous Around Data Meeting*
      The taskforce discussed ways to share these recommendations to foster more inclusion of other faculty who are not formally participating in the QEP. Barbara posed this same question to QEP faculty at their meeting on November 12, 2014. QEP faculty expressed concerns about the current number of meetings and people being spread too thin, so they were not that enthused about having another meeting. The taskforce came up with some excellent ideas that would not require a meeting. These ideas include:
      • Conducting a session on the recommendations and promising practices during the February 2015 Professional Development Day
      • Creating a “promising practices” section in each of the CT Thursday monthly newsletters, starting in December. In this section, College stakeholders would have the opportunity to email a promising practice to the QEP email address and then some of these would be featured in future newsletters.
      • A holiday postcard or greeting card could be created that includes the promising practices. These would be mailed to faculty.
      • There were several suggestions for slogans to use to market the promising practices idea: “How promising are your practices?”; “Giving Thanks for Promising Practices” (could be used for Thanksgiving 2015); for January 2015—“Promising Practices: The Gift that Keeps on Giving” or an idea connected to New Year resolutions: “Promising New Year.”

   B. **CCTST administration—Winter 2016**
      Barbara just wanted this to be on the taskforce’s radar because Winter 2016 will be here soon, and there needs to be a solution to address the low completion rate of the CCTST during the first administration in 2014.

The meeting was adjourned at 4:24 p.m.