

**University of Louisville**  
**5<sup>th</sup> Year Interim Report to SACS**  
**QEP Impact Report Committee June 26, 2012**  
**Agenda**

- I. Review meeting minutes**
  - a. No meeting May 29 due to campus flood
  
- II. Overview of current report context: where we've been, where we are, where we are going & updating important dates**
  - a. Payette shared with the group that the draft is currently with the provost and executive committee; at this point we do not know what level of or type of feedback we will receive from them. Also, the full-report will be archived and we will extract from that for our external report to SACS.
  - b. Connie has provided a timeline for the final report to be in-hand by the holiday break, which gives us August – December to work on the final report. Payette reminded the group that for the final report to SACS we are writing to a different audience and would need to keep their external point of view in mind.
  - c. Karen Newton asked if the full-report would be archived and accessible. Payette responded yes, the full-report will live on the i2a website.
  - d. Cathy Bays told the group that she will be working on the freshman outcomes over the summer, which will be included in the report.
  
- III. Current Draft Review of QEP Internal Impact Report sent to provost and executive committee on June 11, 2012**
  - a. Payette asked the group for their comments on the draft report and reviewed changes suggested by the committee. Do you feel the report captures everything or any thoughts on where we are at this point?
  - b. Riaan felt that in Section III, instead of saying just that we were too ambitious we should explain how we responded.
  - c. Payette told the group as she has been looking at other schools (e.g. Texas Tech) who has a lot of summary in their QEP Report, but with examples embedded into the summary. SACS is looking for pointed examples, stay away from the “trauma and drama” and focus on what you did do. Karen Newton suggested that a fresh pair of eyes to review the report would be helpful and the committee agreed.
  - d. Cathy Bays led the discussion of Section IV, pages 8, 9 and 10
    - Received feedback from Dale and he felt everything was reflected in the report. Connie feels that we are in a good position and was impressed with all that we have accomplished.

- Bays told the group that over the summer she will flesh out the data for all areas in the report that have a heading but no data and that we may end up with 3 years of SLO data. Also, the Gen Ed assessment data has not been finalized, once it is that data will be added to the report.
- The group discussed at length on how they decide what should be in the final report and how do they get the most impact, possibly each section have an impact statement, followed by supporting data.
- Riann feels that on page 9 the title should be change to “Alignment of Student Learning Outcomes (SLO) at the Disciplinary Level with the QEP”
- Bays said that we need to state #1, the purpose of the project; #2 the outcome of the project. Riann said we are essentially telling our story and we need to decide on how we best interpret that; we are not able to tell the whole story.

#### **IV. Next Steps**

- a. Timeline/deadline review & anticipating feedback
  - Cathy will continue to compile data, including the NSSE data, over the summer and update the report. Cathy will send the completed report to the committee prior to the August 28 meeting.
- b. Patty to present on QEP implementation and attend SACS Summer Institute, July 29-Aug 1 in Atlanta
  - While at the SACS Summer Institute Patty will have an opportunity to hopefully get come clarity and direction regarding the final report formatting and other issues.
- c. 5 Year Video & Summary Page for January 2013
  - If any members have ideas that would make a great feature in the video please let us know.
- d. Other needs of committee
  - None

Meeting adjourned @ 4:30 pm

Next meeting August 28, 2012

3:00 pm – 4:30 pm