

**From:** [Ewalt, Jo Ann G](#)  
**To:** [Snyder, Marcia Susan](#); [LeVasseur, Todd Jared](#); [Roof, Karin W](#); [Mihal, Deborah F](#); [Van Arnhem, Jolanda Pieta](#); [O'Brien, Michael S](#); [Sottile, Lauren](#); [Ewalt, Jo Ann G](#)  
**Subject:** Re: QEP Assessment Meeting  
**Date:** Tuesday, August 23, 2016 10:55:59 AM

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Hi all -This email will serve as "minutes" of our 8/22 assessment committee meeting.

1. The committee will reach out to Melantha Ardrey, director of residence life, to see if we can administer the baseline survey in residence halls using residence hall directors and RAs. The plan would be to use paper surveys to ensure highest return, and to add one question at the end asking for class standing (freshman, sophomore, etc). If approved, Deborah will work with Melantha to implement the survey. If possible, we would create a contest -- the residence hall with greatest percentage of completed surveys wins a pizza night (for example). Jo Ann has sent an initial email to Melantha asking if she will consider this.

2. The committee discussed at length the alignment of the existing QEP goals and SLOs with the QEP narrative's stated intention of educating our students to be change agents for resiliency. As currently stated our goals and SLOs do not incorporate behavior change or advocacy and do not link clearly to measurements of impact at the institutional, community, national and international levels. In short, we have not incorporated into our assessment plan the causal link between sustainability literacy and action (or, as it is referred to in the QEP narrative, "advocacy"). The 4th goal, "experiential and learning practice" hints at this connection, but the SLO for this goal is: "students will design a solution to a sustainability problem." This does not demonstrate that students have actually become change agents advocating for resiliency.

Therefore, the assessment committee will recommend to the QEP steering committee a 5th goal: "Change agents for resiliency". The full goal is: to develop students who are advocates for resiliency at the individual, institutional, community, national, and international levels, equipped with the knowledge and skills to be sustainability-literate change agents."

3. We realize this goal must have at least one and potentially more outcomes associated with it. The committee began an initial discussion of these outcomes and Marcia will summarize our discussion and send these to us by 8/24. We consider this 5th goal to be the "penultimate" QEP goal because it builds on all the other goals, and uses the knowledge, skills, and experiential opportunities to empower students to change their behavior, use their sustainability literacy, to become advocates. Evidence of the goal's achievement will involve (for example) documentation of student (and faculty/staff) engagement at the institutional, community, national and international level; sustainability-focused research and student activities; changes in student choices regarding lifestyle and careers over time.

4. The committee reviewed the template for the assessment plan contained in the QEP draft

narrative, and discussed how to incorporate all the curricular/co-curricular activities into it. Jo Ann will send out a new template by 8/24 and each committee member has a specific goal to work on: Goal 1: Joey; Goal 2: Michael; Goal 3: Marcia; Goal 4: Deborah; Goal 5: Jo Ann. We will do this work over the next two weeks, and **will meet again on Monday, September 5.**

5. Finally, the committee reviewed briefly the excellent draft of the SF Course Signature Assignment prepared by Michael. There are some outstanding questions to be answered but the committee decided we have a bit of time on this item so we will defer until after we complete the work designated for our next committee meeting.

6. Items for the good of the order: The committee expressed great concern that we have an office of sustainability receiving substantial student fees and neither the office nor the fees are contributing to the QEP. We believe unless this arrangement is somehow fixed the QEP is in great danger of failing. We also expressed concern about the committee's role in "auditing" assessment results and preparing assessment reports versus actually collecting, analyzing, and inputting assessment results. The committee believes its role is to do the former; we are five people with full-time jobs -- we cannot do the latter. We also discussed the many "moving parts" to the QEP and expressed concern that we are trying to do too much with very little budget or infrastructure. The living learning community, for example: the committee felt that while in theory this is a wonderful idea, it would require significant effort, staff time, and funding, and would have a rather small 'footprint'. The committee recommends that the steering committee drop this idea and focus on activities that will have the greatest impact on the largest number of students.

Thank you all -- I'm so grateful to all of you for your good work (and Joey thanks for the cookies!).

Jo Ann

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**From:** Ewalt, Jo Ann G

**Sent:** Friday, August 19, 2016 11:10:35 AM

**To:** Snyder, Marcia Susan; LeVasseur, Todd Jared; Roof, Karin W; Mihal, Deborah F; Van Arnhem, Jolanda Pieta; O'Brien, Michael S; Sottile, Lauren

**Subject:** Re: QEP Assessment Meeting

Hi everybody - Marcia, thank you. I have added Lauren Sottile, who has volunteered to join our committee, to our distribution list. Welcome Lauren!

So - we'll start meeting weekly (as needed) on Mondays from 3 - 4:30, Tate 211.

For our next meeting on Aug. 22, please read the final documents Todd sent us in an email and Joey has uploaded to google docs. **Joey, will you please add Lauren to our permission**

**group and send her the link?**

The agenda for Monday will be to create an outline of all pieces of the QEP that must be assessed.

Thanks all.

Jo Ann

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**From:** Snyder, Marcia Susan  
**Sent:** Friday, August 19, 2016 9:37:29 AM  
**To:** LeVasseur, Todd Jared; Ewalt, Jo Ann G; Roof, Karin W; Mihal, Deborah F; Van Arnhem, Jolanda Pieta; O'Brien, Michael S  
**Subject:** QEP Assessment Meeting

Greetings all,  
I have Tate Center 211 booked from 3:00 – 4:30 for the QEP assessment meetings every Monday beginning August 22<sup>th</sup> through December 5<sup>th</sup>.

See you Monday.  
Marcia

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Our progress as a nation can be no swifter than our progress in education. The human mind is our fundamental resource.

John F. Kennedy , special message to the Congress on Education , 20 February 1961