

## QEP Committee Meeting June 6, 2014

**Present: Levitzky, Punecky, Gunaldo, Williams, Andrieu, Tartavouille, Brisolara, Smith, Coleman, Gaston, Garbee, English**

**Robin** will ask Dean Cairo to suggest another faculty member from AH to join our committee since Dr. Giovingo had to leave the committee. Welcome to Sarah Williams and Alicia Ortiz, students from Allied Health, who have joined our committee.

**Update on IPE Day:** We spoke by phone to Dr. Kirschling, our IPE Day speaker. She agreed with our thoughts regarding a keynote speech followed by smaller groups with students and faculty. Our theme for the student group discussions will be communication. She suggested a large group debriefing with students after the small groups. We also met in person with Bettina Owens, Tom Finicle, and Ken Boe from IT, and they will help facilitate streaming of the keynote speech and the development of any educational videos that we develop for use with small group discussions. We will request permission from Dr. Kirschling to have her presentation available for anyone with an LSUHSC domain account. We will request similar security for any videos that are developed.

**Symielle** will develop a Save the Date flyer for IPE Day, using the template on the website, so we can add that to the digital signs after approval by Dr. Moerschbaecher. Once we have selected an IPE slogan, we will develop a more detailed flyer for announcing the day.

**Sandra** will reconvene the IPE Day Work Group to further work through details. **Robin** will begin reserving rooms that have computers and projectors for small groups. For the keynote speech, we will hopefully be able to secure MEB A and B, Auditorium A in the SON, a large in the SOD, and hopefully additional auditorium space in the SON and the HDC. We want as many attendees as possible.

**Committee members** are requested to think about how we can maximize student and faculty attendance, including freedom from class responsibilities and incentives for participation. **Robin** will ask IPSA for their perspectives on this at her meeting with them on June 23.

**Chancellor Meeting and Curriculum Committee Update:** Robin has been to the SON general curriculum committee, where response was very favorable. 3 of their committee members, Scharalda Jeanfreau, Laura Bonanno, and Celestine Carter, agreed to be on the work group. **Robin** will go to the Undergraduate Academic Council and Graduate Academic Council for School of Nursing on June 16, to School of Dentistry on June 27, and School of Allied Health in August, if not before.

### **Update on surveys:**

The **survey work group** will work with **Don** to analyze the data from survey 1 – we will compare numbers of “correct answers” with our committee’s answers. When we get to the point where our

committee starts looking at actual experiences, we will revisit the free text data. We will also ask **Don** to help with survey 2 data – the RIPLS results overall and by school, and whether or not there are significant differences. We will send a post-intervention RIPLS survey to the same constituents after some period of time (likely 2-4 years).

The campaign contest and directions are on the website – we have received 4 submissions since the call went out yesterday, which is a great response. Committee members are encouraged to think about how they can best remind their students and faculty about the call – possibly by contacting class presidents. **Robin** will ask IPSA to distribute on their listserv as well. A subcommittee of 5 members, **Chet, Daniel, Todd, Kari, and Sarah**, will undergo a review of submissions, which will be blinded by Robin, to select the winners. Robin will not vote.

**Outreach:** We need to intensify our efforts in advertising the QEP to all of our constituents. Ideas include:

Grand Rounds or other similar presentations within your schools. Tina, Sandra, and Robin have submitted a podium presentation on IPE to IMSH that, if accepted, could be used/revise by committee members to disseminate information about IPE.

Cups, cozies, pins, pens, backpacks, reusable grocery-type bags with the winning slogan will be distributed to our students and faculty once it's selected.

**Committee members** need to think about other opportunities for public dissemination.

### **SACSCOC / QEP Website Icon**

A number of ideas as to what to add to the website were discussed, including information on what IPE currently exists at LSU and what our strategies and initiatives are moving forward with the QEP. **Robin** will add these.

**Next steps:** We will begin meeting monthly, with our next meeting being July 18 at 11 am. **Robin** will send an Outlook reminder after a room has been reserved. **Robin** will also Doodle for August and September meetings. **Robin** will begin writing the QEP document and others will be available for edits. She will send sections to members as they are complete.

At our July meeting, we will discuss resources. **Tina and Robin** will try to meet with Terry Ullrich beforehand to get his thoughts on how we should approach our budget. They will put together a plan for our discussion based on that. We will also finalize our proposal for the IPE Office and the functions/responsibilities of the office and director. **Robin** will send out the latest document regarding

that initiative for **committee members** to comment on – members should come to July meeting with suggestions. We will also update where we are with our other initiatives for Strategy 1 (infrastructure).

At our August meeting, we will focus on student learning outcomes. We have already established some goals but need to focus on assessment.

By the September meeting, we would hope to have the section on the literature review close to completion (**Tina**). By that time, our survey work group should hopefully have reviewed narrative data from Survey 1 to give the Curriculum Committee Work Group a starting point once it is established.

By the October meeting, we hope to have the budget and office proposal finalized and ready to submit to Chancellor Hollier. We will also debrief from IPE Day regarding ideas that emerged from those discussions. By this meeting, hopefully the Curriculum Committee Work Group will be meeting.

By the Christmas break, we will have a first draft of the QEP to review. Our January meeting will be a “read-aloud” meeting to review it.