

# ADMINISTRATIVE COUNCIL MINUTES

March 25, 2021

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The Administrative Council met on Thursday, March 25, 2021 at 9:00 a.m. in the Ballroom. Present were Dr. Rick Barth; Ms. Pam Clark, Recorder; Mr. Richard Collie; Mr. Jonathan Craft; Dr. Joe Delap; Mr. Andrew Dollar; Dr. Keith Ferguson; Ms. Jackie Gooch; Mr. Jeffrey Guenther; Ms. Pamela Keller (Vaughn proxy); Dr. Jim Kerner; Ms. Belinda Krigel; Dr. Kim LaFavor; Mr. Chris Latham, Ms. Sarah McAbee; Mr. Mike McCoy; Dr. Jackie Smith; Dr. Stephen Spencer; Dr. Philip Way and Dr. Lionel Wright. Ms. Laken Cleveland, SGA President; Mr. Derrek Smith; and Dr. Lee Vartanian were absent. Special guests from the QEP Leadership Team were Dr. Chet Breaux, Ms. Katia Maxwell, Dr. Shannon Pittman, Dr. Kim Roberts, Dr. Quanda Stevenson and Ms. Debbie Wilson.

Dr. Way convened the meeting at 9:00 a.m. and welcomed everyone. He asked for any corrections to the February minutes. There were no corrections to the minutes and they were approved on a voice vote.

Dr. Way stated the focus of the meeting is the Quality Enhancement Plan (QEP) and Experiential Learning. Experiential Learning is one of the pedagogies in goal #2 of Horizon 2030 (Strategic Plan). Dr. Way turned the meeting over to Dr. Smith and Ms. Maxwell.

Ms. Maxwell presented on the topic “Experience | Success: An Experiential Learning QEP” (Attachment). Members of the QEP Leadership team were located around the room to explain the five categories of Experiential Learning. The five categories were Workplace Learning (Ms. Wilson), Learning through Research (Dr. Breaux), Hands-on Learning (Dr. Roberts), Learning through Expeditions (Dr. Pittman) and Community Based Learning (Dr. Stevenson).

Members were divided into four groups to discuss how to support Experiential Learning.

## **A. Resources Group – Barth, Collie, Krigel, McAbee, Spencer and Stevenson**

How do/can we support Experiential Learning?

1. Work with organizations and entities within the community who might donate money to sponsor experiential learning activities.
2. Discussed money and manpower – internal allocations and grant opportunities.
3. Work with businesses, government organizations, agencies and non-profits that would assist in experiential learning activities.
4. Work with alumni that would be willing to contribute.
5. Utilize work studies and interns to help off-load faculty (e.g. vetted tutors in the Writing Center).

## **B. Assessment Group – Ferguson, Guenther, Keller, Kerner, Roberts and Wright**

How do/can we support Experiential Learning?

1. It is important to share EL rubrics with students before each activity or assignment is assigned. This allows students to take ownership of their

learning and helps them to understand what is required to achieve a satisfactory level of knowledge or skill.

2. How will the direct assessment rubric be deployed? Will instructors use pen and paper and report results manually to the EL office? Will they set up the rubric in Blackboard? Or will it be available in LiveText/Via?
3. Has Forbes released its 2020 report on employer-sought knowledge and skills?
4. Could the QEP report be shared with members of this assessment discussion group?

### **C. Partnerships and Connections Group – Breaux, Delap, Dollar, LaFevor and Pittman**

How do/can we support Experiential Learning?

1. Collaboratory – tell the experiential story.
2. Simply Stakeholders – a stakeholder management database to track partnerships, measure outcomes, and contain contact information for outreach.
3. Growing internships with goals in each college identified and employing systems to manage those goals.
4. Deploying Advisory Boards, Board of Visitors, Board of Trustees in the classroom as experts to connect to our students directly.
5. Relationship building for workforce development. Looking at what we can host at the CLL.
6. Identifying sponsorships – work with community partners to sponsor our on-going efforts (e.g. work on connecting Humanities to partner in Technical Writing).
7. Creation of an office on micro-credentials to help identify knowledge gaps and to meet the needs of the community in terms of workforce.
8. K-12 partnerships – test preparation and career exploration. This could be faculty and student led.
9. Student research symposium – students working in internships.

### **D. Marketing and Web Presence Group – Craft, Gooch, Latham, McCoy and Wilson**

How do/can we support Experiential Learning?

1. Resources, assessment, partnerships and connections can assist in marketing.
2. Evaluate the audiences – currently marketing to internal audiences. We need to market to external audiences.
3. Communicate with students the benefits of Experiential Learning and how it can assist with success in their careers.
4. Communicate with employers the benefits of getting stronger candidates that are stronger in completing their jobs.
5. Communicate with the community the benefits of hands-on Experiential Learning (e.g. Keep Athens Limestone Beautiful).
6. Experiential Learning overlaps with the new branding “It’s How You Finish.” We are preparing students to be stronger candidates and have a stronger finish.

The new brand is an encouraging guide for students and shows how we are set apart from other institutions.

7. Overlap with the Center for Lifelong Learning (CLL) and Career Services to form partnerships with outside organizations.

Ms. Maxwell unveiled the new logo for the QEP and stated the tagline is Experience | Success. Dr. Smith thanked everyone for their feedback. The meeting adjourned at 10:30 a.m.

Respectfully submitted by: Pamela Clark

Attachment: Experience | Success: An Experiential Learning QEP



Administrative Council Meeting  
March 25, 2021

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## Definition

*At Athens State University, Experiential Learning is a process through which students develop knowledge, skills and values by applying theory and academic content to real-world experiences within the classroom, community, or workplace. Experiential Learning encompasses internships, undergraduate research, expeditions, community engagement, and other creative and professional work experiences.*

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## Labor Market Competencies

- 2018 study\* of 2.4 million expected jobs shows a growing demand for skills such as:
  - Complex problem solving
  - Critical thinking
  - Coordination/Leadership
  - Social perceptiveness
  - Active listening
- Additional skills listed in 2019
  - Creativity
  - Emotional intelligence
  - Active learning
  - Decision making
  - Communication skills
  - Diversity and cultural intelligence

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## Classroom Modality

- Time and place in which classroom instructions take place.
- Formats:
  - Traditional
  - Online
  - Blended
  - Hyflex
- Offerings:
  - Different times
  - Different dates
  - Different semester time frames

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## What are we enhancing....

- University culture
- Correlation of curriculum and real world experiences.
- Student lifelong learning & success

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## Experiential Learning Categories

- Five categories identified:
  - Workplace Learning
  - Learning through Research
  - Hands-On Learning
  - Learning through Expeditions
  - Community Based Learning
- Introducing [Misty Camp](#)
- Subject matter experts

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## How do/can we support Experiential Learning

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## Resources

- Budget – 5 years: \$323,900
- Office of Experiential Learning
  - Director of QEP
  - Experiential Learning Coordinator/Organizer
- Development
  - Association of College and University Educators (ACUE) Courses
  - Experiential Learning Teaching Fellowship
  - National Society for Experiential Learning (NSEE) Workshops
  - Experiential Education Academy (EEA)
  - Other workshops

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## Assessment

- Indirect assessments/data collection
  - VALUE integrative learning rubric
  - Student pre- and post- knowledge, skills and abilities evaluation
- Direct assessment/data collection
  - Problem solving
  - Communication
  - Collaboration
  - Professionalism
  - Career understanding
  - Reflection
  - Professional development

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## Partnerships & Connections

- Constituents:
  - Administrations
  - Faculty
  - Staff
  - Students
  - Board of Trustees
- Community organizations have also partnered with classes in support of experiential learning.
- From [Leigh Patterson](#), Director of Keep Athens Limestone Beautiful

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## Marketing & Web Presence

- Marketing sub-committee
  - Newsletters
  - Competitions
  - Give-a-ways
- Web Presence sub-committee

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## DISCUSSION



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**CREATING OUR FOOTPRINT**



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