



Part III

THE QUALITY ENHANCEMENT PLAN (QEP)

WHAT IS THE QEP?

- IT IS A COURSE OF ACTION DESIGNED FOR INSTITUTIONAL IMPROVEMENT.***
- IT ADDRESSES ONE OR MORE ISSUES THAT CONTRIBUTE TO INSTITUTIONAL QUALITY.***
- IT GIVES SPECIAL ATTENTION TO STUDENT LEARNING.***

WHAT IS THE REASON FOR THE QEP?

- IT RECOGNIZES AN INSTITUTION'S MISSION AND PURPOSE.***
- IT ENCOURAGES FUTURE DIRECTION RATHER THAN EVALUATE PAST PERFORMANCE.***

HOW DOES THE QEP FIT THE REAFFIRMATION PROCESS?

- ACCREDITATION IS NOW “TWO-PRONGED.”***
- THE COMPLIANCE AUDIT IS STILL IN PLACE. IT ASSESSES WHAT IS “THERE.”***
- THE QEP DIRECTS FUTURE PLANS.***

WHAT ROLE DOES STUDENT LEARNING PLAY IN THE QEP?

- THE “STUDENT LEARNING CONCEPT” SHOULD PERMEATE QEP GOALS.***
- THE WIDER SCHOOL COMMUNITY IS EXPECTED TO ENGAGE IN ANALYZING THE COLLEGE ENVIRONMENT AS IT SUPPORTS STUDENT LEARNING AND THE INSTITUTIONAL MISSION.***

HOW DOES THE QEP DIFFER FROM OTHER MEANS OF ASSESSMENT OR PLANNING?

- THE QEP IS NOT INTENDED TO REPLACE PROCESSES THAT ARE IN PLACE.***
- IT SHOULD COMPLEMENT ONGOING ASSESSMENT/PLANNING PROCEDURES.***

HOW IS THE QEP TO BE DEVELOPED?

- SACS DOES NOT STIPULATE A SET WAY TO DEVELOP THE QEP.***
- HOWEVER, DEVELOPMENT MIGHT INCLUDE THE FOLLOWING TYPES OF ACTIVITIES:***
 - DISCUSSION OF MISSION, VISION, AND GOALS***
 - ASSESSMENT OF DATA, TREND ANALYSES, OR BENCHMARKS***
 - AND OTHERS***

HOW IS THE QEP TO BE EVALUATED?

- THE COLLEGE JUSTIFIES THE IMPORTANCE OF THE QEP (IN REGARD TO BOTH MISSION AND STUDENT LEARNING).***
- THE COLLEGE PROVIDES EVIDENCE THAT IT HAS SUFFICIENT RESOURCES TO IMPLEMENT, SUSTAIN, AND COMPLETE THE QEP.***
- THE COLLEGE DEMONSTRATES THAT IT HAS THE MEANS TO ASSESS THE QEP.***

WHAT WILL THE QEP LOOK LIKE?

- IT CANNOT CONTAIN MORE THAN SEVENTY-FIVE PAGES OF NARRATIVE.***
- IT MAY HAVE NO MORE THAN TWENTY-FIVE PAGES OF SUPPORTING DOCUMENTATION (CHARTS, GRAPHS, TABLES, ETC.).***

QEP TEAM MISSION

- RESEARCH ISSUES AND RECOMMEND STRATEGIES WHICH ENHANCE THE COLLEGE'S ABILITY TO FULFILL ITS MISSION.***
- PROVIDES A CHANNEL FOR GATHERING AND DISTRIBUTING INFORMATION AND RESEARCH FINDINGS***
- RECOMMENDS CAMPUS INITIATIVES FOR ADMINISTRATIVE APPROVAL AND IMPLEMENTATION***
- COORDINATES INSTITUTIONAL ACTIVITIES RELATED TO THE CURRENT QEP***

QEP TEAM COMPOSITION

- ❑ **2 FACULTY MEMBERS SELECTED BY THE LEADERSHIP TEAM**
- ❑ **1 ADMINSTRATOR SELECTED BY THE LEADERSHIP TEAM**
- ❑ **1 AREA COMMISSION MEMBER SELECTED BY THE LEADERSHIP TEAM**
- ❑ **1 AT-LARGE COMMUNITY MEMBER SELECTED BY THE LEADERSHIP TEAM**
- ❑ **1 STUDENT AT LARGE – NOMINATIONS ARE SOLICITED (APPROVED BY THE LEADERSHIP TEAM)**
- ❑ **1 REPRESENTATIVE FROM STUDENT SERVICES SELECTED BY THE LEADERSHIP TEAM**
- ❑ **1 AT- LARGE STAFF MEMBER SELECTED BY THE STAFF COUNCIL**
- ❑ **1 AT- LARGE FACULTY MEMBER SELECTED BY THE FACULTY COUNCIL**
- ❑ **VICE-PRESIDENT FOR ACADEMIC AFFAIRS**
- ❑ **DEAN OF ADMINISTRATION**
- ❑ **FACULTY CORE LEADERSHIP MEMBER**

QEP TEAM MEMBERS

- ❑ ***FACULTY MEMBERS—JODI OTT AND DAVID METTS***
- ❑ ***ADMINISTRATOR SELECTED—REBECCA BATTLE-BRYANT***
- ❑ ***AREA COMMISSION MEMBER—DONNIE JAMISON***
- ❑ ***AT-LARGE COMMUNITY MEMBER—RANDY SMOAK***
- ❑ ***STUDENTS AT LARGE – JOHN JOE SALAZAR... AND ANGIE SWEAT***
- ❑ ***STUDENT SERVICES REPRESENTATIVE—TRACY DIBBLE***
- ❑ ***AT- LARGE STAFF MEMBER—YOULANDA JOHNSON***
- ❑ ***AT- LARGE FACULTY MEMBER—KRISTI MARLOW***
- ❑ ***VICE-PRESIDENT FOR ACADEMIC AFFAIRS—WALT TOBIN***
- ❑ ***DEAN OF ADMINISTRATION—MIKE HAMMOND***
- ❑ ***FACULTY CORE LEADERSHIP MEMBER—WARREN YARBROUGH***

QEP TIMELINE

- ❑ **NOMINATION OF TEAM MEMBERS SUBMITTED BY MARCH 3**
- ❑ **OPEN SOLICITATION OF QEP TOPICS THROUGH MARCH 19**
- ❑ **OPEN FORUM – SACS QEP DISCUSSION BOARD**
- ❑ **UPDATES TO THE QEP TOPIC LIST WILL BE PRESENTED AT FACULTY/STAFF MEETINGS AND WILL BE POSTED ON THE WEBSITE**
- ❑ **QEP TOPICS PRESENTED TO FOCUS GROUPS AT THE MARCH 30 PLANNING RETREAT**
- ❑ **FOCUS OF THE QEP NARROWED TO 1 OR 2 TOPICS BY APRIL 16**
- ❑ **QEP TOPICS PRESENTED TO THE LEADERSHIP TEAM FOR FINAL APPROVAL APRIL 20**
- ❑ **THEN THE REAL WORK BEGINS**
- ❑ **FINAL QEP SUBMITTED TO SACS BY AUGUST, 2005**

QEP TEAM TIMELINE

- ❑ ***NOMINATION OF TEAM MEMBERS SUBMITTED BY MARCH 3RD***
- ❑ ***OPEN SOLICITATION OF QEP TOPICS THROUGH MARCH 24TH***
- ❑ ***FIRST TEAM MEETING (OVERVIEW)—MARCH 9TH***
- ❑ ***SECOND TEAM MEETING (QEP TOPIC SELECTION)—MARCH 25TH***
- ❑ ***TOPICS SUBMITTED TO FOCUS GROUPS—MARCH 31ST***
- ❑ ***TOPICS RETURNED FROM FOCUS GROUPS TO QEP TEAM—APRIL 9TH***
- ❑ ***THIRD TEAM MEETING (TOPIC FINALIZATION FOR SUBMISSION TO LEADERSHIP TEAM)—APRIL 15TH***
- ❑ ***TOPICS SUBMITTED TO LEADERSHIP TEAM—APRIL 20TH***

ABOUT QEP TOPICS

- ❑ ***THE CORE OF A GOOD QEP RESTS IN THE CHOICE OF TOPICS***
- ❑ ***DON'T REINVENT THE WHEEL***
- ❑ ***MAKE SURE GOALS & OBJECTIVES OF THE QEP ARE MEASURABLE***
- ❑ ***FOCUS ON THE COLLEGE MISSION AND STUDENT LEARNING***
- ❑ ***FACULTY , STAFF AND STUDENTS MUST BE INVOLVED IN THE PROCESS***

SAMPLE QEP TOPICS

- ❑ **IMPROVE INSTRUCTION THROUGH THE USE OF TECHNOLOGY, DIFFERENT INSTRUCTIONAL MODALITIES, AND INNOVATIVE ASSESSMENT METHODS**
- ❑ **IMPROVE THE WRITING PROCESS ACROSS THE CURRICULUM WITH AN EMPHASIS ON THE USE OF TECHNOLOGY AND THE LIBRARY, AND THE DEVELOPMENT OF A WRITING CENTER**
- ❑ **RESTRUCTURE THE COUNSELING & ADVISING PROCESS TO IMPROVE RETENTION**
- ❑ **IMPLEMENT THE “LEARNING COMMUNITIES” APPROACH TO INSTRUCTION**
- ❑ **EXPAND THE LEARNING PROCESS TO INCLUDE ACTIVITIES OUTSIDE OF THE CLASSROOM - (SERVICE LEARNING, INTERNSHIPS, JOB SHADOWING, ETC.)**

QEP TOPICS– A BEGINNING POINT

- ❑ ***STUDENT INVOLVEMENT: A KEY TO LEARNING***
- ❑ ***FOSTERING EXCELLENCE IN THE CLASSROOM AND BEYOND ACROSS THE STUDENT'S CAREER: A MISSION DRIVEN PLAN FOR QUALITY ENHANCEMENT***
- ❑ ***ENHANCING THE CHARACTERISTICS OF THE MSU GRADUATE***

QEP WEB SITES

- ❑ [*http://www.fccj.edu/friends/accreditation/index.html*](http://www.fccj.edu/friends/accreditation/index.html)
- ❑ [*http://campus.murraystate.edu/sacs/*](http://campus.murraystate.edu/sacs/)
- ❑ [*http://www.clsc.ccc.tn.us/sacs/QEP/student_involvement.htm*](http://www.clsc.ccc.tn.us/sacs/QEP/student_involvement.htm)
- ❑ [*http://info.gcsu.edu/intranet/ippa/sacs/sacs.htm*](http://info.gcsu.edu/intranet/ippa/sacs/sacs.htm)
- ❑ [*http://www.rlc.dcccd.edu/sacs/sacs01.htm*](http://www.rlc.dcccd.edu/sacs/sacs01.htm)



REMEMBER!

***FACULTY , STAFF, STUDENTS, AND THE
COMMUNITY MUST BE INVOLVED IN
THE PROCESS***



OUR SACS WEB ADDRESS

<http://octc/SACS/index.htm>

OUR QEP DISCUSSION SITE

[*http://octc/sacs_discussion/*](http://octc/sacs_discussion/)



QUESTIONS ABOUT THE QEP?