QUALITY ENHANCEMENT PLAN
DEVELOPMENT COMMITTEE

Meeting #18
July 17, 2014
2:30 PM – 3:30 PM
Provost’s Conference Room

AGENDA

Call to Order & Welcome
Approval of Minutes
TTU Global Data—Sheila Hoover
Table of Contents
Review of Proposal Draft
Other Business
Next Meeting the Week of Monday, July 28th
Adjournment

Smith
Smith
Parsoneault
Smith
All
Smith
Smith
Smith
TABLE OF CONTENTS (Revised)

I. Executive Summary (one page)

II. Development of the QEP: (Brief Discussion)
Evidence of the involvement of all appropriate campus constituencies (providing support for compliance with CS 3.3.2 “includes a broad-based involvement of institutional constituencies in the development...of the QEP”)

III. Preliminary Planning
   1. Process
   2. List of members
   3. Data Analysis (if any)

IV. QEP Topic Selection Committee
   A topic that is creative and vital to the long-term improvement of student learning (providing support for compliance with CR2.12 “focuses on learning outcomes and/or the environment supporting student learning”)
   
   1. Process
   2. List of members
   3. Data and Survey Analysis

V. QEP Proposal Development Committee
   1. Process with list of members
   2. Topic Focus Committee with list of members
   3. Data and Survey Analysis
   4. Resources
   5. Student Learning Outcomes
      Specific, well-defined goals related to an issue of substance and depth, expected to lead to observable results (providing support for compliance with CS 3.3.2 “identifies goals”)

VI. Literature Review and Best Practices:
Evidence of consideration of best practices related to the topic (providing support for compliance with CS 3.3.2. “institutional capability for the initiation, implementation, and completion of the QEP”)

VII. Implementation:
Evidence of careful analysis of institutional context in designing actions capable of generating the desired student learning outcomes (providing support for compliance with CS 3.3.2 “institutional capability for the initiation, implementation, and completion of the QEP”)

VIII. Timeline: A logical calendaring of all actions to be implemented (providing support for compliance with CS 3.3.2 “institutional capability for the initiation, implementation, and completion of the QEP”
IX. Organizational Structure:

Clear lines of responsibility for implementation and sustainability (providing support for compliance CS 3.3.2 “institutional capability for the initiation, implementation, and completion of the QEP”)

X. Resources:

A realistic allocation of sufficient human, financial, and physical resources (providing support for compliance CS 3.3.2 “institutional capability for the initiation, implementation, and completion of the QEP”)

1. TTU Resources
2. Financial Plan
3. Budget

XI. Assessment: A comprehensive evaluation plan (providing support for compliance with CS 3.3.2 “a plan to assess their achievement”

XII. Summary

XIII. Appendices

1. Abbreviation Guide & Glossary of Terms
2. Bibliography
3. References
4. Tables, Figures, and Illustrations