

QUALITY ENHANCEMENT PLAN (QEP)

What is a QEP?



A **Quality Enhancement Plan (QEP)** focuses on improving student learning outcomes (SLOs) and/or student success over a five year period of time. APSU will select a topic that will allow the institution to reflect and affirm our commitment to enhance overall institutional quality and effectiveness by focusing on an issue that the institution considers important to improving student learning outcomes and/or student success.

QEP Process

This is an integral component of the reaffirmation of accreditation process for an institution. The QEP should be derived from an institution's ongoing comprehensive planning and evaluation processes. The QEP submitted by APSU should demonstrate the following components:

1. Has a topic identified through its ongoing, comprehensive planning and evaluation processes

The topic should connect to key issues derived from institutional assessment and be included in regular institutional evaluation practices; relate to enhancing student learning and/or student success; and focus on accomplishing the mission of the institution.

2. Has broad-based support of institutional constituencies

The selection of a topic should include various institutional constituent groups at the university including students.

3. Focuses on improving specific student learning outcomes (SLOs) and/or student success

An SLO identifies the specific knowledge, skills, behaviors, and/or attitudes/values students should be able to demonstrate. An outcome should be specific/realistic, focused, attainable and measurable.

4. Commits resources to initiate, implement and complete the QEP

The following resources should be taken into consideration when establishing the necessary budget to implement the QEP: human resources, operating expenses, physical resources and assessment tools including costs for faculty development.

5. Includes a plan to assess achievement

The plan should include the development of the assessment instruments, timelines, processes for the review of the assessment results; internal and external measures, which are the primary focus of the QEP's effectiveness. The Comprehensive assessment plan should include a system for monitoring progress throughout the implementation and a process for using the results to improve student learning and/or student success.

APSU QEP TIMELINE

2021-2022

Step 1: Initial Planning and Topic Selection

The purpose of this step is to initiate the process of identifying an appropriate topic and identify the resources required for the development of the QEP. The goal of this step is to assemble a QEP “Think Tank” team with broad representation from the APSU community to identify possible topics. The team will review the list of potential QEP topics for further evaluation and analysis along with the following components:

- Conduct QEP workshops to introduce the QEP guidelines (and the process) to the APSU Community
- Conduct Focus Groups / Discussions to gather university input
- Collect proposals for potential QEP topics from across the university
- Review survey/focus group results and analyze comments
- Conduct extensive research on potential topic areas and their potential for improving student learning and/or student success
- Examine the feasibility of topics (e.g., budgetary resources, human capital, etc.)
- Analyze the capability for measuring and assessing student learning outcomes and improvements
- Recommend topics to Senior Leadership Team

2022-2023

Step 2: QEP Development

Step 1 involves the selection process and examining the feasibility of the QEP topic; step 2 involves developing the actual plan. A QEP implementation team will create the plan to be presented to SACSCOC, after obtaining university support and approval from the Senior Leadership Team. The plan will include the topic identification process, relevant research on the topic and the student learning outcomes and/or student success goals. In addition the team will conduct assessment of the project's initiatives, goals and/or SLOs to improve learning. The development process will include:

- Determining an appropriate time frame for implementation
- Implementation matrix, including objectives of each action, deliverables, budgets and outcomes and specific measures, etc.
- A comprehensive assessment plan to measure improvements in student learning and/or student success
- Identifying the baseline values for all assessment measures
- Gather and track baseline data
- Determine a comprehensive system for data collection and analysis
- Develop a marketing plan to ensure that the APSU community is aware of the QEP, its importance, and its progress
- Identify a consultant and review feedback prior to implementing pilot project

2023-2024

Step 3: QEP Pre-Implementation

After the QEP is approved internally and reviewed by consultant, it is important to conduct a pilot implementation. Actions will include:

- Modify the proposed QEP based on suggestions from consultant
- Select faculty, staff, and students to serve on various committees
- Implement a comprehensive system for data collection and analysis
- Identify and develop materials to implement pilot project to improve student performance for QEP learning outcomes and/or student success goals
- Prepare the QEP for submission to SACSCOC off site committee report and finalize entire QEP for submission to the SACSCOC on-site committee at least 6 weeks prior to the visit
- Continue pilot of new QEP initiative

2024-2025

QEP Implementation

Once the QEP is approved by SACSCOC, the full implementation will begin immediately and will include the following:

- Activating the various QEP committees in order to adequately track, assess and implement the QEP in accordance with the established implementation timeline
- Updating website for the QEP
- Expanding marketing of the QEP to APSU community