



QEP Development Timeline **2014-2017**

Fall 2014

Form QEP Steering Committee (QEP director and SACS Liaison)

Spring 2015

Form QEP Outreach and Assessment Committees (Steering Committee with input from Dept. Chairs)

Gather topic/focus ideas from university population (Outreach Committee)

Review internal and external data (QEP Director)

Summer 2015

Continue review of internal and external data and compile into data alignment charts (QEP Director)

Create topic submission portal for QEP website (University Web Editor)

Update QEP website (QEP director, Exec. Administrative Asst.)

Fall 2015

August

Present QEP development and topic submission process at college convocations and department/organization meetings (Outreach Committee)

Blast-Off workshop on QEP development and topic submission process (Outreach Committee Chair)

Announce call for topic ideas and proposals via university email (QEP Director)

By October

Gather topic ideas from University community via website topic submission portal (Outreach Committee)

Facilitate networking among individuals with common interests (Outreach Committee)

Offer workshops on developing topic ideas into brief proposals (Assessment Committee)

By November

Evaluate proposals for QEP fit and select topics for inclusion on survey (Assessment Committee)

Distribute topic survey and analyze results (Assessment Committee)

Recommend high ranking ideas to Steering Committee (Assessment Committee)

Recommend QEP topic to Executive Administration (Steering Committee)



By December

Recommend QEP topic to President for approval (Provost)

Spring 2016

Promote QEP topic via various events for faculty, students, staff, and alumni (Outreach Committee)

Develop QEP topic White Paper and distribute to University community (Steering Committee)

Topic name and logo contest (Outreach Committee)

Fall 2016-Spring 2017

Continue QEP promotional events (Outreach Committee)

Draft QEP proposal for SACSCOC (Steering and Assessment Committees)

Submit proposal draft to Executive Administration for feedback (Steering Committee)

Revise proposal draft (Steering and Assessment Committees)

Resubmit proposal draft to Executive Administration for approval (Steering Committee)

Fall 2017

Finalize proposal draft (Steering and Assessment Committees)

Submit final proposal to SACSCOC in advance of on-site visit (President)