

# APPENDIX C

## Quality Enhancement Plan Timeline

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## Delta State University

### **SPRING 2004**

- Feb. 9 QEP submitted to SACS/COC
- March Student Engagement Champions (SEC) appointed ahead of schedule
- March 24 SACS visitors share verbal feedback on DSU's QEP.
- spring National Survey of Student Engagement (NSSE) administered
- spring Written feedback from SACS received and initially reviewed
- spring Technology Learning Center (TLC) Director gathers baseline information on instructional technology through needs assessment.

### **SUMMER 2004**

- summer Provost selects chair of SEC. SEC begins meeting regularly to review the "Reaffirmation Committee Report" and to help DSU's SACS Liaison develop the University's "Response Report to the Visiting Committee."

### **FALL 2004**

- fall NSSE results will be analyzed (Assoc. VPAA and SEC responsible).
- fall New general education requirements are in effect (Academic Council responsible).
- fall Faculty development workshops on classroom interaction and effective learning environments (SEC responsible).
- Sept. 30 Self-orientation of SEC to Benchmarks of Effective Educational Practice
- Dec. 15 SEC completes student engagement needs assessment (learning objectives, performance assessments, new/revised courses, tools for evaluation, topics for faculty development sessions).
- Dec. 15 Building managers complete evaluations of classrooms and other student-accessible areas after getting faculty and student input and submit written plans for redesign and adaptations to Vice President for Finance.
- Dec. 15 Departmental curriculum committees complete curriculum reviews.

### **SPRING 2005**

- Jan. 1 Five new SMART carts will be available for use (CIPO, TLC Director, and CECD Director responsible).
- Jan. 1 CIPO and ITS Director will ensure the improved stability and reliability of the technology network system (85% improvement in reliability).
- Jan. 1 Software duplication and image database server implemented as part of technology infrastructure improvements (CIPO, TLC Director, CECD Director, ITS Director, and Telecomm. Director responsible)
- April 1 Assoc. VPAA and SEC will ensure campus-wide orientation to the Benchmarks of Effective Educational Practice by this date.
- April 1 First campus-wide faculty development session on learning-conducive environments and/or interaction will be held (Assoc. VPAA and SEC responsible).
- May 1 First college-specific faculty development sessions will be held (Assoc. VPAA and SEC responsible). (One of the three development sessions per year will concern instructional technology. Topics will be determined by the SEC in conjunction with the Technology Champions and the TLC Director.)
- May 15 Deans and department/division chairs will implement assessment points for students to demonstrate proficiency in communication skills.
- spring Vice President for Finance will begin implementing changes in building spaces to improve learning environments (assessment through faculty and student surveys).
- spring Faculty development sessions on communication skills will begin (Assoc. VPAA and SEC responsible).

- spring QEP Student Survey will be administered and analyzed (Assoc. VPAA and SEC responsible)
- spring SEC will submit an annual report of QEP-related accomplishments along with a list of goals for the following year to the Associate VPAA.
- spring Provost appoints membership of SEC for the 2005-2006 academic year based on recommendations from college/school deans. Provost appoints SEC chair.
- 2004-2005 Academic Council will complete academic planning for wireless/infrared technology.
- 2004-2005 A plan for the physical conversion to wireless/infrared will be completed (CIPO, TLC Director, CECD Director, ITS Director, and Telecomm. Director responsible).

### **SUMMER 2005**

- July 1 Five new SMART classrooms added (CIPO, TLC Director, CECD Director, ITS Director, and Telecomm. Director responsible).

### **FALL 2005**

- Sept. 1 The CIPO, TLC Director, and CECD Director will determine additional SMART cart needs.
- fall Faculty implementation of new instructional technology practices based on faculty development sessions will begin. (Department/division chairs will document the new practices by collecting syllabi.)
- fall Web-based performance feedback will be developed (department/division chairs responsible).
- fall College-specific development sessions will be held (Assoc. VPAA and SEC responsible).
- fall The Associate VPAA will begin creating a catalog of unit changes in order to assess evidence of students' increased engagement in learning communication skills.
- fall The Vice President for Finance will complete a master plan and budget for improving student engagement through renovation of classroom and other student-learning spaces.

### **SPRING 2006**

- spring Campus-wide faculty development session (if not held in fall 2005) (Assoc. VPAA and SEC responsible)
- spring College-specific faculty development sessions (Assoc. VPAA and SEC responsible)
- spring 25% of undergraduate and 30% of graduate courses will be incorporating advanced instructional technology. (Department/division chairs will collect syllabi and submit them to the Associate VPAA.)
- spring Streaming media server implemented as part of technology infrastructure improvement (CIPO, TLC Director, CECD Director, ITS Director, and Telecomm. Director responsible)
- spring QEP Student Survey administered and analyzed (Assoc. VPAA and SEC responsible)
- spring Systematic review procedures for continued student progress (e.g. departmental review boards) will be implemented (deans, department/division chairs, and departmental curriculum committees responsible).
- spring SEC submits annual report of QEP-related accomplishments along with a list of goals for the following year to the Associate VPAA.
- spring Provost appoints membership of SEC for 2006-2007 based on recommendations from college/school deans. Provost appoints SEC chair.

### **FALL 2006**

- fall College-specific faculty development session (Assoc. VPAA and SEC responsible)
- Sept. 1 Implementation of additional SMART classrooms (CIPO, TLC Director, and CECD Director responsible)
- Sept. 1 Implementation of additional SMART carts (TLC Director responsible)
- Dec. Minimum Internet access (one connection) will be completed in all classrooms (CIPO, CECD Director, ITS Director, and Telecomm. Director responsible).

### **SPRING 2007**

- spring Campus-wide faculty development session (if not held in fall 2006) (Assoc. VPAA and SEC responsible)
- spring College-specific faculty development sessions (Assoc. VPAA and SEC responsible)
- spring 50% of undergraduate and 60% of graduate courses will be incorporating advanced instructional technology. (Department/division chairs will collect syllabi and submit them to the Associate VPAA as documentation.)
- spring NSSE will be administered (Assoc. VPAA and SEC responsible).
- spring SEC submits annual report of QEP-related accomplishments along with a list of goals for the following year to the Associate VPAA.
- spring Provost appoints membership of SEC for 2007-2008 based on recommendations from college/school deans. Provost appoints SEC chair.

**FALL 2007**

- fall NSSE results will be analyzed (Assoc. VPAA and SEC responsible)
- fall College-specific faculty development sessions (Assoc. VPAA and SEC responsible)

**SPRING 2008**

- spring Campus-wide faculty development session (if not held in fall 2007) (Assoc. VPAA and SEC responsible)
- spring College-specific faculty development sessions (Assoc. VPAA and SEC responsible)
- spring QEP Student Survey administered and analyzed (Assoc. VPAA and SEC responsible)
- spring SEC submits annual report of QEP-related accomplishments along with a list of goals for the following year to the Associate VPAA.
- spring Provost appoints membership of SEC for 2008-2009 based on recommendations from college/school deans. Provost appoints SEC chair.

**SUMMER 2008**

- June Physical conversions to wireless/infrared technology completed (CIPO, TLC Director, CECD Director, ITS Director, and Telecomm. Director responsible)

**FALL 2008**

- fall College-specific faculty development sessions (Assoc. VPAA and SEC responsible)

**SPRING 2009**

- spring Campus-wide faculty development sessions (if not held in fall 2008) (Assoc. VPAA and SEC responsible)
- spring College-specific faculty development sessions (Assoc. VPAA and SEC responsible)
- spring 75% of undergraduate and 85% of graduate courses will be incorporating advanced instructional technology. (Department/division chairs will collect syllabi and submit them to the Associate VPAA as documentation.)
- spring NSSE will be administered (Assoc. VPAA and SEC responsible).
- spring SEC submits annual report of QEP-related accomplishments along with a list of goals for the following year to the Associate VPAA.
- spring Provost appoints membership of SEC for 2009-2010 based on recommendations from college/school deans. Provost appoints SEC chair.

**FALL 2009**

- fall NSSE results will be analyzed (Assoc. VPAA and SEC responsible).
- fall College-specific faculty development sessions (Assoc. VPAA and SEC responsible)
- fall DSU SACS Liaison produces "Impact Report" for the SACS Commission on Colleges.