APPENDIX I

QEP Timeline
Quality Enhancement Plan Timeline
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.


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.


**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.


**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.

**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.

**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.