

# PASCO-HERNANDO COMMUNITY COLLEGE

# SACSFACTS

Volume I No. 9

April 2008

## Quality Enhancement Plan (QEP) Committee, QEP Liaisons and QEP Planning Calendar

Dr. Kathy Johnson has established Pasco-Hernando Community College's Quality Enhancement Plan (QEP) Committee QEP Liaisons, and QEP Planning Calendar. The Southern Association of Colleges and Schools (SACS) Core Requirement 2.12 requires that, to receive accreditation, the College must develop an acceptable QEP that (1) includes a broad-based institutional assessment, (2) focuses on learning outcomes and/or the environment supporting student learning and accomplishing the mission of the institution, (3) demonstrates institutional capability for the initiation, implementation, and completion of the QEP, (4) includes broad-based involvement of institutional constituencies in the development and proposed implementation of the QEP, and (5) identifies goals and a plan to assess their achievement.

Ms. Jane Gumbiner, assistant professor of mathematics, will serve as chairperson of the College's QEP Committee. The College's QEP Committee is comprised of faculty, administrators and staff from each of the College's campuses. It is representative of various academic disciplines and departments. Members of the College's QEP Committee have demonstrated an interest in e-learning and/or e-support. Their expertise and interest are important as they pertain to the College's proposed QEP topic, "Using Technology to Enhance Instruction and Streamline Student Development Services". This topic was selected by a vote of the College's faculty, administration, and staff at All College Day on October 24, 2007. The College's Council on Instructional Services, President's Cabinet, President's Executive Committee and District Board of Trustees have approved the proposed QEP topic.

### Members of the QEP Committee

In addition to Ms. Gumbiner, the following faculty, administrators and staff have been appointed by Dr. Johnson to serve on the College's QEP Committee:

Name	Function	Campus
Melissa Ray	EAP/Reading Faculty	North
Vincent Daviero	Business Faculty	West
Ron Thiessen	Student Development	District
Clarissa Simmens	Student Development	North
Cook, Michael	Student Development	East
Scott Scurlock	EMS Faculty	West
Jenette Flow	Humanities Faculty	North
Karen Lederer	Information Technology Faculty	West
Ann Bunting	Communications Faculty	West
Sarah Fede	Mathematics Faculty	North
Jane Gumbiner , Chair	Mathematics Faculty	West
Regina Mirabella	Nursing Faculty	West
Eason, Larry	Science Faculty	East
Gary Oesch	Social / Behavioral Science Faculty	East
Brian Horn	Administration & Finance	District

Sue Matheny	Adult & Developmental Learning	District
Melanie Cooksey	Librarian	North
Karen Kielar	Marketing	District
Troy Barnett	Network Support	District
Ron Green	Facilities	West
Debra Bullard	Admissions and Student Records	District
Sonia Rodriguez	Information Center	District
David Velazquez	Human Resources	District
Student member	Selected from SGA Presidents	Campus
Stovall, Randall	Administrative Coordinator	East/District
Burdzinski, Donna	Student Development Advisor	District
Sandoe, Cheryl	e-Learning Advisor	District
Malizia, Michael	Assessment Advisor	District

## QEP Liaisons

In addition to the QEP Committee, Dr. Johnson has appointed faculty, administrators and staff to serve as QEP Liaisons. A member of the College's District Board of Trustees and two of the College's Student Government Association (SGA) presidents will also serve as QEP Liaisons. QEP Liaisons will help solicit input from faculty, administrators, staff, students and members of the College community regarding the development of the QEP. QEP Liaisons will receive notice of QEP Committee meetings and minutes. The QEP Liaisons will help facilitate QEP Planning Forums on each campus and other venues as a means of keeping members of the College community informed about the progress of the College's QEP and to answer questions related to the QEP. The following individuals have been appointed by Dr. Johnson to serve as QEP Liaisons:

Name	Function	Campus
Stephen Baricko	Facilities	District
Kathy Brantley	Student Development	West
Michelle Balon	Instruction	District
Charlene Donatello	Learning Lab	East
Frankel, Connie	Humanities Faculty	East
Melinda Xiggores	Student Development	District
Daryle Wane	Nursing Faculty	West
Sheridan Park	Business Faculty	North
Lynn Rothman	Marketing	District
Ed Goolsby	Administration	North
Irene Schauer	Administration	Spring Hill
Jim Thigpen	Administration	East
SGA President	Student Representative	Campus
SGA President	Student Representative	Campus
DBOT Member	District Board of Trustees Representative	District

## QEP Planning Calendar

Dr. Johnson has also approved the establishment of a QEP Planning Calendar. The QEP Planning Calendar covers a two year period and includes the following important activities:

**Spring Semester 2008** (Conceptual work, background, and general direction of the QEP is performed.)

January, President appoints a QEP Administrative Liaison

February, QEP Committee selection process begins

March, QEP Committee and QEP Liaisons are appointed

April, QEP meets and drafts major components of the QEP; QEP Planning Forums are conducted at all campuses

### **Summer Months 2008**

Staff works to answer questions and prepares draft of materials requested by the QEP Committee.

### **Fall Semester 2008** (Implementation plan, budget, and assessment plans are assembled)

September, QEP Committee meets; QEP Planning Forums are conducted at all campuses; Materials that provide an overview of the QEP are prepared for general presentation

October, QEP is presented at All College Day and feedback is solicited

November, QEP Committee makes adjustments to the QEP based on All College Day feedback

### **Spring Semester 2009** (Final Conceptual Draft of QEP is completed)

January, QEP Committee meets

February, QEP Committee meets; QEP Planning Forms are conducted at all campuses

March, QEP Committee meets; QEP Planning Forums are conducted at all campuses; Draft of QEP submitted to SACS Vice President for feedback (March 20); QEP conference call with SACS Vice President (week of March 23-27)

April, QEP Committee meets to review all external suggestions/feedback and makes final conceptual edits to the QEP

### **Summer Months 2009**

Staff completes final edits, updates data, and verifies all schedules and budgets related to the QEP.

### **Fall Semester 2009**

September, QEP Committee reviews final QEP document; QEP document is submitted to SACS (September 1)

October, SACS Visiting Team provides critique of the College's QEP; All College Day focuses on SACS visit and QEP

### **Additional Information about the College's QEP**

Future issues of SACSFACTS and QEP Planning Forms that will be conducted at each of the College's campuses will provide you with additional and updated information regarding the College's QEP.

**Questions About SACS FACTS.....**If you have any questions or need clarification regarding the information contained in **SACS FACTS**, please contact Dr. Burt Harres at extension 3490 or Dr. Randy Stovall at extension 1301.