

**University of Central Florida Reaffirmation of Accreditation
Quality Enhancement Plan Planning & Development Committee**

Agenda – June 17, 2014 – 11:00 AM

Karen L. Smith Faculty Center for Teaching and Learning – CB1, Room 205

Welcome, Introductions, and Information

Elliot Vittes

- Everyone should have a copy of the agenda for the meeting.
- The QEP website is now available: <http://undergrad.ucf.edu/QEP>
- An email announcing the QEP process and the website address will be distributed by Dr. Hitt this week.
- QEP Planning & Development Committee members are welcome to submit a topic or to modify a current topic through the website.
- As topics are submitted via the website, they will be distributed to P&D committee members along with a page for ranking the topics. Submissions will not include the names of the team/person submitting the topic.
- As the committee works on all of the topics it is important to remember a few basics:
 - There is no guarantee any particular topic will make it into the final selection process—although components of the topic may appear as smaller projects or tasks.
 - The goal is to deal with 5 to 7 topics at a time. As new topics arrive for consideration, others may be dropped from consideration.
 - If a topic is deemed important for the campus-but not a good choice for a QEP topic-it will be forwarded to the appropriate college/division for consideration.

Teaching & Learning Day Feedback on Topics

Melody Bowdon

Continuation of Small Group Topic Discussions

Melody Bowdon

- Important considerations are listed on the back of the agenda.
- Pat Lancey, Divya Bhati, and Paige Borden are available to assist groups in considering available data to support the topics.
- If you wish to look at topics from other colleges and universities Google “SACSCOC QEP Executive Summaries.” The most recent executive summaries are from 2010.

Debrief Small Group Discussions

Melody Bowdon & Elliot Vittes

Considerations for Small Group Discussions

Congruence with UCF mission, vision, goals, and strategic plan

Is the theme **clearly linked** to the UCF mission, vision & goals and/or strategic plan?

Level of need and relevance to undergraduate students and the UCF community

- Does the QEP topic address a significant issue related to undergraduate student learning?
- Does the theme correspond to a need or weakness in undergraduate education?
- Is the need for the topic supported by available data?
- Does the topic meet the needs of both entering freshmen and transfer students?

Focused description (but with interest across disciplines)

- Would this project be of an appropriate scale for completion and assessment over a four- to five-year period?
- Could this project include a measurable impact on student learning?
- What activities are relevant for the topic?

Potential avenues for implementation

- Is this topic likely to be supported by students, faculty, and staff?
- Does UCF possess the human and financial resources for implementation and sustainability of this topic?
- Are there nationally normed evaluations to assess student learning/success?