

Santa Fe College
Quality Enhancement Plan
Planning Process

Executive Summary

In response to SACS Core Requirement 2.12, Santa Fe College will plan and implement a Quality Enhancement Plan in preparation for its scheduled SACS site visit in 2012 – 2013. Our plan will ensure the requirements of our QEP meet SACS guidelines including :

- includes a broad-based institutional process identifying key issues emerging from institutional assessment,
- focuses on learning outcomes and/or the environment supporting student learning and accomplishing the mission of the institution,
- demonstrates institutional capability for the initiation, implementation, and completion of the QEP,
- includes broad-based involvement of institutional constituencies in the development and proposed implementation of the QEP, and
- identifies goals and a plan to assess their achievement.

To achieve the requirements of the QEP, Santa Fe will implement a three phase process. Phase One will focus on the selection of the QEP topic. Phase Two will be the development of the QEP for Santa Fe including research conducted on appropriate methodology and current peer college implementations. Phase Three will be the implementation and ongoing assessment of the QEP.

Critical to the success of Phase One will be the **Snapshot of Santa Fe**. This mini workshop will be given to the leadership team *prior* to beginning the topic selection process to inform and indoctrinate them on the current pressing issues of the college from various college divisions. This pre-training will prepare the leadership team and help them frame the selection of the QEP in light of current college conditions.

Leadership Team

A representative from each of the following groups will serve on the leadership team: Faculty, Administration, Board of Trustees, Community at Large, Student Body, College Staff, College Relations, Open Campus.

This team is charged with developing the single campus wide QEP topic from the merger of the topics that come from the subcommittees.

Subcommittees

Each of the groups above (except for the Board of Trustees, College Relations and Open Campus) will have a maximum of 10 working members who have the charge of developing a QEP topic or focus area from their representative group.

Suggested Time Line

ACTION	DATE
QEP Information sessions (CD, Board, Coordinating Council, RPC, Senate)	March – June 2010
Leadership team formalized	April 2010
Concept Systems training	May 2010
Development engagement campaign	May – July 2010
Leadership attends SACS Institute	July 2010
Topic Selection	August 2010 – September 2011
QEP Marketing Plan Development	September 2011– December 2011
Begin Detailed Plan Development	January 2012
Complete QEP draft	April 2012
Complete QEP	June 2012 (Admin review)
Submit QEP	July 2012
On Site Visit	Sept-Nov 2012