

Biweekly Progress Report on QEP Impact Report due March 1, 2025

April 12, 2024

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Guiding Principles

- A. Must have a timeline and advertise it with flexibility.
- B. Must read the handbook to understand Policies and Bylaws.
- C. Meetings with Agenda and Minutes
- D. Meetings at least every month
- E. Organize Narrative by subsections (use present or past tense).

Standard 7.2

The institution has a Quality Enhancement Plan that (a) has a topic identified through its ongoing, comprehensive planning and evaluation processes; (b) has broad-based support of institutional constituencies; (c) focuses on improving specific student learning outcomes and/or student success; (d) commits resources to initiate, implement, and complete the QEP; and (e) includes a plan to assess achievement.
(Quality Enhancement Plan)

Relevant items from the previous report:

1. Dr. Freddie Titus proposed a continuous improvement plan for QEP math courses:
 - a. Run an item analysis on the exam on a regular course and identify major problem content areas.
 - b. Inform the problem areas to the instructors of the corequisite course so that they perform appropriate changes/enforcement on these concepts.

- c. Run an item analysis on the exam again to see any improvement on student performance. This feedback system ensures continuous improvement on student learning outcomes.
2. DOI to Degree Plan change process investigation:
 - a. An update is given in this report.

In this report, the following items are updated:

1. Special meeting with the UAC to discuss Pathway flyers on 4/2.
2. QEP Information Sessions for Colleges:
 - a. College of Arts and Sciences Chairs meeting held on 4/3.
 - b. College of Fine Arts and Communication Chairs meeting held on 4/10.
 - c. College of Education and Human Development Chairs meeting cancelled on 4/10.
 - d. College of Engineering Chairs meeting cancelled on 4/11.
3. Monthly QEP Advising Committee meeting held on 4/11.
4. DOI to Degree Plan change process investigation.

1. Special meeting with the UAC to discuss Pathway flyers on 4/2.

- A. Associate Director Dawn Short, all advising team leads, and QEP Director agreed that we can publish math pathway flyers only after we obtain accurate information on DOI and the current catalog degree plans. Advisors cannot recommend students to take courses that are not listed on the catalog.

2. QEP Information Sessions for Colleges:

For each college chairs meeting, the print copies of the QEP Comprehensive Report (2020 – 2023) and the PowerPoint presentation are provided.

- A. College of Arts and Sciences Chairs meeting held on 4/3.
- B. College of Fine Arts and Communication Chairs meeting held on 4/10.
- C. College of Education and Human Development Chairs meeting cancelled on 4/10.
- D. College of Engineering Chairs meeting cancelled on 4/11.

3. Monthly QEP Advising Committee meeting held on 4/11.

- A. After the thorough examination of the master data file (see below) of DOIs and Catalog degree plans, the committee identified two questions to research on: (a) When the current selection of math pathways does not fulfill department's (program's) needs, do we need a new pathway? If so, which pathway suits many majors following the QEP goals – non-stem majors choose non-algebraic pathways? (b) What are our pathway recommendations on degree plans that do not match DOIs?
- B. While the QEP struggles with the difficulties of getting the 100% DOI submissions that match their degree plans, the committee also understands that this should be part of the process of discussions and agreement among stakeholders: departments, math department, and the UAC in an effort to reach the goal the QEP set forth. This process and any changes (and reasons) out of this process will be documented in the Impact Report.

4. DOI to Degree Plan change process

- A. Through numerous meetings and discussions, a master data file (working draft) that contains all DOI submissions and Catalog degree plans is created. It shows which majors did not submit DOIs, did not choose appropriate math pathways, and have discrepancies between DOIs and Catalog degree plans. From this list (attached), we identified which departments needs to submit or resubmit DOIs.
- B. The list in the master file is invaluable during the college meetings as it shows which majors need DOIs and so on.