

## Tudor, Donna

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**From:** Maxson, Carol  
**Sent:** Tuesday, February 22, 2011 9:27 AM  
**To:** Harris, Suzie; Middendorf, Thomas ; Tudor, Donna; Cawthorne, Stephanie L; Philip, Jooly; Diehl, David; Agee, James; Fox, Bryce; Carden, Penney ; Carr, Angela ; Weller, Jalaine N; Welch, Lena  
**Subject:** QEP Topic Selection Committee

Dear friends,

During this academic year I have talked about the development of a Quality Enhancement Plan (QEP) as ordained by SACS, our regional accrediting body, prior to our reaffirmation visit in the spring of 2013. The first step in the development of a QEP is the topic selection process, and I am establishing a committee whose charge will be to recommend a topic for the University's QEP to the SACS Leadership Team and the University Cabinet. The committee represents a broad cross-section of the campus community, including deans, department chairs, faculty, college administrators, program directors, a staff representative, and the Student Government president, some of whom have expertise in the research process. The committee will undertake building consensus for and recommending a topic to the SACS Leadership Team that :

- Supports Trevecca's strategic plan
- Addresses an area of significant, demonstrable need related to student learning at Trevecca Nazarene University
- Is measurable in terms of student learning outcomes
- Represents a course of action that is achievable within the resources of the University
- Has the support of key constituency groups (faculty, students, staff, administrators, Board of Trustees)
- Is selected after broad institutional participation

The entire QEP development process will take 1 ½ -2 years and will involve most of the faculty and administrators before it is implemented after the SACS reaffirmation visit. The QEP Topic Selection Committee is the first step in the process.

You have been chosen for this committee because of your expertise in research, your interpersonal skills, and/or your dedication and commitment to the pursuit of scholarly endeavors for student learning. If you believe you could not be a contributing member to this committee at this time, please let me know ASAP as I will be announcing this committee appointment in the Faculty/Administrator meeting on Monday, February 28. Please be at the meeting as I would like to present the committee to the faculty and administrators.

In advance, I appreciate your contributions to this endeavor.

*Carol*

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Carol Maxson  
Associate Provost & Dean of Academic Affairs  
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