

Cleveland State Community College
YEAR FIVE 2008-09
ACTIVITY SCHEDULE AND OUTCOMES

(QEP Pages 33-34, Chart 3c)

YEAR	TERM	ACTION	SUPPORTING RESOURCES	OUTCOMES
5	July 08	Plan Fall Faculty/Staff Development Program	In-Service Committee and QEC-- regular salaries	VPAA met with in-service committee, chair of professional development committee, and QEC-QEP committee. Faculty in-service plans implemented August 18-20. Due to the difficulty for staff to leave offices during August due to on-going registration and fee pay, a Staff in-service was conducted in June (planned and funded by the Staff Senate.) These 2 half-day sessions were well received the Staff.
5	July 08	Analyze and Distribute CCSSE and Student Satisfaction Inventory results	Institutional Research and Effectiveness Budget—regular salaries	Completed. Present to President’s Cabinet and QEP coordinator. Results discussed at Fall In-Service. IR Director shared difference in student and faculty perceptions as revealed in CCSSE and CCFSSSE.
5	August 08	Conduct Intensive Faculty/Staff Development Program: <ul style="list-style-type: none"> • Assessment & Evaluation: Methods, Uses & Impact • Update on impact of student involvement strategies on learning in general education progress • Breakout/workshop sessions • Present Results from CCSSE, Alumni, and Face of Future surveys 	Academic Affairs Budget—regular salaries	Convocation August 18-20, 2008: New Faculty orientation provided general overview of QEP and its role on campus. Talks focused on survey results. Workshop focused on various types of assessments for use during and after class that faculty could incorporate to improve learning and provide better documentation of effective learning practices. <ul style="list-style-type: none"> • Ryan Thompson gave report on QEP progress • Marcia Owens gave report on performance funding and institutional effectiveness • Option workshop to increase student engagement by using Problem Based Case Studies Workshop on increasing student engagement using Service Learning Informal feedback from workshop and orientation was positive, with several

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				<p>instructors indicating they would try several of the techniques that were presented.</p> <p>Informal feedback from workshop and orientation was positive, with several instructors indicating they would try several of the techniques that were presented.</p> <p>Convocation and in-service completed.</p> <p>Positive feedback from faculty in attendance</p>
5	August 08	Prepare and distribute QEP Newsletter highlighting CCSSE General Education and Plans for future QEP topic	QEP Budget \$300	<p>Newsletter distributed during Convocation, 8/19/2008.</p> <p>Newsletter articles discussed service learning, student responses about QEP and the new math classes, the Academic Audit of the General Ed program, and a teaching conference attended by one of our faculty.</p>
5	August-Dec. 08	Continue to implement student involvement strategies in general education courses	Department and Unit Budgets—regular personnel and operations budgets	Documented learning outcomes forms and IAP forms on file in QEP Coordinator's Office.
5	August-Dec. 08	Begin to organize COC/SACS report on effectiveness/impact of CISCC's QEP, <u>Student Involvement: A Key to Learning</u>	QEC; Department and Unit Budgets—regular salaries	Several meetings were held during the fall and spring of 2008-09 to organize the writing of the reports.
5	September 08	Conduct Faculty/Staff Survey	QEP Budget \$50	Results used in the Spring In-service talk on 1/07/2009.
5	November 08	Analyze Faculty/Staff Survey results	QEC; Planning and Effectiveness—regular salaries	Results used in the Spring In-service talk on 1/07/2009.
5	December 08	COC/SACS Annual Conf—President; Academic Affairs VP, QEP Coordinator; Director of Institutional Research and Effectiveness	SACS Budget \$3,000	<p>Attended by President, QEP Coordinator and Director of Institutional Research and Effectiveness</p> <p>Suggestions and models learned at the conference were shared during Spring In-service, 1/07/2009.</p>

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5	January 09	Conduct Faculty/Staff Development Program: <ul style="list-style-type: none"> • What Have We Learned • Breakout sessions and workshops • Present Faculty/Staff Survey results 	Academic Affairs Budget—regular salaries	A short workshop on teaching techniques was given by QEP Coordinator. Brief overview of survey results were given by IRE director. <ul style="list-style-type: none"> • Ryan Thompson gave report on QEP progress • Marcia Owens gave report on performance funding and institutional effectiveness • Option workshop to increase student engagement by using Problem Based Case Studies • Workshop on increasing student engagement using Service Learning
5	January 09	Prepare and Distribute QEP Newsletter articles to be determined by analysis of QEP progress	QEP Budget \$300	Newsletter distributed 1/07/2009. Newsletter articles discussed the successes of the QEP so far, the use of WIMBA in virtual classes, distance learning in Athens and Vonore, the free technology classes offered, and a new reading program for students.
5	January 09	Complete previous year Unit Assessment Plans	Department and Unit Budgets—regular salaries	Documented Learning outcomes and IAPs on file in QEP Coordinators Office Results are shared with Office of Institutional Research and Effectiveness. Contents reviewed and utilized as applicable in performance funding and strategic plan response See Gen Ed Academic Audit and response on file in VPAA Office.
5	February 09	Complete unit and personnel evaluations within existing channels of communication	Department and Unit Budgets—regular salaries	Completed and on file in HR Office
5	March-June 09	Prepare final draft of “The Impact Report of the Quality Enhancement Plan Regarding Student Learning”	QEP—regular salaries	In Process
5	March 09	Complete current year Unit Assessment Plan	Department and Unit Budgets—regular salaries	Unit Assessment Plans (UAP) changed to IAP (Individual Assessment Plan) and SAP (Summary Assessment Plan). IAPs, SAPs and/or Learning Outcomes on file in Dean’s Office. Copies shared with the Office of IR & E for use in Performance Funding and Strategic Plan responses.
5	March 09	Prepare and present budget requests for 2009-2010 based on Unit Assessment Plans	Department and Unit Budgets—regular salaries	Budget requests and review completed in Feb. due to constraints of budget crisis
5	March 09	Conduct CCSSE Survey	Institutional Research and Effectiveness Office	Conducted as scheduled. Results to be received on July 31, 2009. We be on file in IR & E office. Presentation will be made at 2009 In-Service and to the President’s Cabinet.

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5	May 09	Open meeting of President's Cabinet, QEC, presidents of Faculty, Staff and Student Senates to summarize 5-year QEP Progress; Discuss possible new topic ideas and Impact Report	Department and Unit Budgets- Regular Salaries	Completed Shared results of recent student survey and the QEC's recommended QEP topic for next 5-year cycle.
5	May-June 09	File "The Impact Report of the Quality Enhancement Plan Regarding Student Learning"	QEP Budget Est. \$1,000	In process. Due to SACS/COC Oct. 2009