**QEP Implementation Timeline (Submitted to SACSCOC)**

*Table 1. FSW’s QEP Implementation Timeline*

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| **AY 2019-2020** | Topic Identification Committee guided by Provost, Dr. Eileen DeLuca and AVP Institutional Research, Assessment, Effectiveness, Dr. Joseph van Gaalen engaged in college-wide activities (examination of institutional assessment results, student and faculty surveys, focus groups, feedback sessions) to identify topic. Committee announced thematic focus “transdisciplinary communication” April 2020. Provost worked with Faculty Senate President, Dr. Martin Tawil, to name a steering committee and co-chairs for AY 2020-2021. Dr. Rebecca Harris and Dr. Angus Cameron accepted co-chair positions. |
| **AY 2020-2021** | Steering Committee collaboratively develops QEP.   * Dr. Rebecca Harris named QEP Director. * Dr. Angus Cameron named QEP Advisory Board Chair. * QEP narrative is written. * Compliance Certification Due March 1, 2021 * Off-Site Peer Review Conducted April 20-23, 2021 * Dr. Mary Kirk, Advisory Visit Conducted June 30, 2021 |
| **AY 2021-2022** | * QEP Narrative Due to SACSCOC August 30, 2021 * On-Site Peer Review October 11-14, 2021 * Review by the SACSCOC Board of Trustees June 13-16, 2022 * Pilot Sections of CREATIVE Capstone run in Spring 2022 |
| **AY 2022-2023** | Implementation Year 1 |
| **AY 2023-2024** | Implementation Year 2 |
| **AY 2024-2025** | Implementation Year 3 |
| **AY 2025-2026** | Implementation Year 4 |
| **AY 2026-2027** | Implementation Year 5 |

*Table 2. QEP Steering Committee in support of the planned timeline, AY 2020-2021*

| **Member** | **Department/Division** | **Campus** |
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| Dr. Rebecca Harris | English Department, SoAHSS | Lee |
| Dr. Angus Cameron | Biology/Environmental Science, SoPAS | Hendry/Glades |
| Dr. Ryan Wurst | Fine and Digital Art, SoAHSS | Lee |
| Dr. Joseph Van Gaalen | Institutional Research, Academic Affairs | Lee |
| Jane Charles | Library, Academic Affairs | Lee |
| Dr. Brian Page | Associate Dean, SoAHSS | Lee |
| Matthew Hoffman | Legal Studies and Business, SoBT | Lee |
| Dr. Anne Angstrom | Education, Chair, SoE | Lee |
| Dr. Martin Tawil | Academic Success, SoAHSS; President, FSW Faculty Senate | Lee |
| Dr. Christy Gilfert | Enrollment Service, Student Affairs | Lee |
| Dr. Matt Vivyan | History, SoAHSS | Lee |
| Dr. Sandra Seifert | Mathematics, SoPAS | Hendry/Glades |
| Dr. Brandon Jett | History, SoAHSS | Hendry/Glades |
| Jessica Russell | Assistant Director, Student Engagement, Student Affairs | Charlotte |
| Dr. April Ring | Academic Success, SoAHSS | Charlotte |
| Dr. Katie O’Connor | Communication Studies, SoAHSS | Lee |
| Dr. George Harvey | Advisor, Student Affairs | Collier |
| Dr. Anita Rose | Business, SoBT | Collier |
| Jordan Donini | Biology/Environmental Science, SoPAS | Collier |
| Michael Messina | International Education, Academic Affairs | Lee |
| Dr. Martin McClinton | Vice Provost, Academic Affairs | Lee |

**Detailed Implementation plan as agreed by the QEP Steering Committee:**

**AY 2021-22**

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| Summer 2021 | Dr. Rebecca Harris appointed QEP Director (Appendix G). Dr. Angus Cameron appointed QEP Lead Faculty and Chair, QEP Advisory Board (Appendix H). |
| September 2021 | IDS 2891 sent to the college-wide Curriculum Committee for approval and acceptance into the catalog. |
| September 2021 | Catalog language drafted and presented to the college-wide Curriculum Committee to make IDS 2891 a program requirement for the Associate in Arts beginning with students entering in 2022-2023. Students will be eligible to register for the course when they have earned 30 hours, 15 of which must be in general education. |
| Fall 2021 | Initial rubrics for the three common course-level assessments developed using the college’s rubric design process. |
| October 2021 | Faculty applications for teaching in the pilot year (2022-2023) due to the Quality Enhancement Plan Faculty Selection and Professional Development Subcommittee. |
| November 2021 | Faculty selected to teach the course in the pilot year notified by the Quality Enhancement Plan Faculty Selection and PD Subcommittee. Faculty are granted course release for Spring 2022 OR Fall 2023 by their school’s Dean in order to complete the PD training. |
| Spring 2022 | Pilot course sections offered by QEP faculty leaders in order to get faculty and student feedback for improvement of achieving student learning outcomes.  Spring Professional Development Program for pilot year faculty, group 1 |
| Spring 2022 | Faculty librarians will be trained for embedded work in the capstone class. The QEP Director will also work with the faculty library chair to develop, maintain, and update training on research resources for faculty entering the capstone program. |
| Spring 2022 | 2 pilot sections of IDS 2891 are offered: one taught by an individual, one by a team. Course sections will be offered by faculty leads for the QEP and/or the QEP director. |
| April 2022 | Syllabus workshop for pilot year faculty. |

**AY 2022-23 (Year One)**

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| Fall 2022 | Capstone course offered to first cohort. \*Students who enter in catalog year 2022-23 and who plan to graduate in Spring 2023 will be admitted into pilot sections. |
| Fall 2022 | Fall Professional Development Program for pilot year faculty. |
| October 2022 | Faculty applications for teaching in AY 2023-24 (Year Two) due to the Quality Enhancement Plan Faculty Selection Subcommittee. |
| Fall 2022 | Two surveys will be created by the QEP director, the faculty library chair, and the director of library services to administer to faculty and students in the capstone regarding their use of library resources and the embedded librarian program. |
| November 2022 | Faculty selected to teach the course in AY 2023-24 notified by the Quality Enhancement Plan Faculty Selection Subcommittee. Faculty are granted course release for Spring 2023 OR Fall 2024 by their school’s Dean. |
| November 2022 | Syllabus workshop for pilot year faculty. |
| Spring 2023 | Pilot Year One capstone courses offered to first cohort. |
| Spring 2023 | Spring Professional Development Program for Year Two capstone faculty |
| April 2023 | Syllabus workshop for Year Two capstone faculty. |
| April 2023 | Administer library surveys and collect data on two questions from the AA completer survey for students in the first cohort. |
| Summer 2023 | Assessment and rubric calibration for Spring 2023 Pilot Year capstone course offerings. |

**AY 2023-24 (Year Two)**

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| Fall 2023 | Year Two capstone courses offered to students who enter after catalog year 2022-23. |
| Fall 2023 | Fall Professional Development Program for Year Two capstone faculty. |
| October 2023 | Faculty applications for teaching the following year (2024-25) due to the Quality Enhancement Plan Faculty Selection Subcommittee. |
| November 2023 | Faculty selected to teach the course in Year Three (2024-25) notified by the Quality Enhancement Plan Faculty Selection Subcommittee. Faculty are granted course release for Spring 2024 OR Fall 2025 by their school’s Dean. |
| November 2023 | Syllabus workshop for Year Two capstone faculty. |
| Spring 2024 | Pilot Year Two capstone courses offered. |
| Spring 2024 | Spring Professional Development Program for Year Three capstone faculty |
| April 2024 | Syllabus workshop for Year Three capstone faculty. |
| April 2024 | Administer library surveys and collect data on two questions from the AA completer survey for Year Two students who entered in 2022-23. |
| Summer 2024 | Assessment and rubric calibration for capstone course offerings in Year Two. |

**AY 2024-2025 (Year Three)**

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| Fall 2024 | Year Three capstone courses offered to AA students who entered after catalog year 2022-23. |
| Fall 2024 | Fall Professional Development Program for Year Three capstone faculty. |
| October 2024 | Faculty applications for teaching the following year (2025-26) due to the Quality Enhancement Plan Faculty Selection Subcommittee. |
| November 2024 | Faculty selected to teach the course in Year Four (2025-26) notified by the Quality Enhancement Plan Faculty Selection Subcommittee. Faculty are granted course release for Spring 2025 OR Fall 2026 by their school’s Dean. |
| November 2024 | Syllabus workshop for Year Three capstone faculty. |
| Spring 2025 | Year Three capstone courses offered to AA students who entered after catalog year 2022-23. |
| Spring 2025 | Spring Professional Development Program for Year Four capstone faculty |
| April 2025 | Syllabus workshop for Year Four capstone faculty. |
| April 2025 | Administer library surveys and collect data on two questions from the AA completer survey for Year Three students who entered after catalog year 2022-23. |
| Summer 2025 | Assessment and rubric calibration for capstone course offerings in Year Three. |

**AY 2025-2026 (Year Four)**

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| Fall 2025 | Year Four capstone courses offered to AA students who entered after catalog year 2022-23. |
| Fall 2025 | Fall Professional Development Program for Year Four capstone faculty. |
| October 2025 | Faculty applications for teaching the following year (2026-27) due to the Quality Enhancement Plan Faculty Selection Subcommittee. |
| November 2025 | Faculty selected to teach the course in Year Five (2026-27) notified by the Quality Enhancement Plan Faculty Selection Subcommittee. Faculty are granted course release for Spring 2026 by their school’s Dean. |
| November 2025 | Syllabus workshop for Year Four capstone faculty. |
| Spring 2026 | Year Four capstone courses offered to AA students who entered after catalog year 2022-23. |
| Spring 2026 | Spring Professional Development Program for Year Five capstone faculty |
| April 2026 | Syllabus workshop for Year Five capstone faculty. |
| April 2026 | Administer library surveys and collect data on two questions from the AA completer survey for Year Four students who entered after catalog year 2022-23. |
| Summer 2026 | Assessment and rubric calibration for capstone course offerings in Year Four. |

**AY 2026-2027 (Year Five)**

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| Fall 2026 | Year Five capstone courses offered to AA students who entered after catalog year 2023-24. |
| Fall 2026 | Fall Professional Development Program for Year Five capstone faculty. |
| October 2026 | Faculty applications for teaching the following year (2027-28) due to the Quality Enhancement Plan Faculty Selection Subcommittee. |
| November 2026 | Faculty selected to teach the coursethe following year (AY 2027-28) notified by the Quality Enhancement Plan Faculty Selection Subcommittee. Faculty are granted course release for Spring 2027 OR Fall 2028 by their school’s Dean. |
| November 2026 | Syllabus workshop for Year Five capstone faculty. |
| Spring 2027 | Year Fiver capstone courses offered to AA students who entered after catalog year 2022-23. |
| Spring 2027 | Professional Development Program for Year Six capstone faculty |
| April 2027 | Syllabus workshop for AY 2027-2028 capstone faculty. |
| April 2027 | Administer library surveys and collect data on two questions from the AA completer survey for Year Five students who entered after catalog year 2022-23. |
| Summer 2027 | Assessment and rubric calibration for capstone course offerings in Year Five. |
| September 15, 2027 | Submit the QEP Impact report to SACSCOC. |