



## QEP FACULTY/STAFF GUIDE

As part of Polk State College's upcoming reaffirmation of accreditation with the Southern Association of Colleges and Schools (SACSCOC), the College is required to develop a Quality Enhancement Plan (QEP). The QEP is a comprehensive, five-year plan designed to positively impact student learning and success. To ensure the success of the QEP, it's important that all faculty and staff familiarize themselves with the plan. Here's a quick guide.

### What is the QEP?

QEP stands for Quality Enhancement Plan. In order to maintain its membership with the SACSCOC, every 10 years Polk State must develop, implement, and complete a QEP as part of its reaffirmation of accreditation.

### How was this topic selected?

In August 2018, Polk State College formed a QEP Topic Selection Committee to identify a topic for the College's next QEP. Using a variety of data sources and multiple surveys from faculty, staff, current students, and recent graduates, the committee identified career exploration as the topic for the QEP.

### What is the QEP title?

The QEP title is *Explore to Complete*.

### What is the QEP about?

The QEP, *Explore to Complete*, seeks to engage students in intentional curricular and co-curricular career exploration and planning activities.

### What is the goal of the QEP?

The purpose of *Explore to Complete* is to help students develop a career goal so they can get and stay on an academic pathway in order to persist and complete.

### What will students learn through their participation in the QEP?

Polk State College's QEP, *Explore to Complete*, engages students in career exploration, developing a career goal, and selecting and persisting on an academic pathway to complete their degree. The QEP is designed to achieve three student learning outcomes (SLO):

- SLO 1: Students will develop a career goal and a plan for achieving it that is based on their personal interests, aptitudes, and abilities.
- SLO 2: Students will utilize their career plan to select and complete curricular requirements and co-curricular activities.
- SLO 3: Students will demonstrate proficiency in National Association of Colleges and Employers (NACE) competencies for career readiness through applied and/or experiential activities.



## How does the QEP impact the College's Guided Pathways Initiative?

Currently, many students enter the College undecided as it relates to their career. Without a career goal, a student is unable to select an academic pathway. The QEP supports the guided pathways initiative by helping students develop a career goal, which is essential for them to select and stay on an academic pathway.

## What are the intended outcomes of the QEP?

In addition to achieving the student learning outcomes, the QEP will increase student retention and completion, while decreasing excess hours earned and assisting students in completing their degree on time.

## What is the timeline for the QEP?

The QEP represents a five-year plan with the action plan implemented over several years. Work will begin in the Fall 2020 Semester and most activities for students will be in place by the Fall 2023 Semester. The QEP Impact Report, which addresses the extent to which the QEP achieved its goal and outcomes, will be submitted to SACSCOC in September 2025.

## What actions will be implemented through the QEP?

*Explore to Complete* engages students in career exploration, developing a career goal, and selecting and persisting on an academic pathway to complete their degree. As the QEP is implemented, the College will:

- Implement a career assessment as part of the student onboarding process
- Develop an online career exploration and planning resource center
- Redesign the career exploration and planning unit in the First Year Seminar Course for first-time-in-college students
- Develop toolkits for faculty to incorporate career-based assignments into courses across the curriculum
- Expand student clubs and organizations based on academic pathways and career fields
- Create additional and enhance existing opportunities for experiential learning
- Create a career readiness badging program that helps students build essential workforce skills and encourages them to demonstrate career competencies to achieve virtual badges

## How will we know if the QEP is successful?

The College has developed a comprehensive assessment plan to measure the success of the QEP. It is designed to measure both the achievement of student learning outcomes and the progress the QEP is making towards meeting its intended goal.

### QEP (QUALITY ENHANCEMENT PLAN) WORD SEARCH

SACSCOC	COMPLETE
QUALITY	EXPLORE
ENHANCEMENT	CAREER
PLAN	ENGAGE
PATHWAY	PERSIST
ACADEMIC	ACCREDITATION
SUCCESS	INITIATIVE

Y E N G A G E P E R S I S T A  
E X P L O R E C O M P L E T E  
Z A X R I I N I T I A T I V E  
L S G T E N H A N C E M E N T  
Q U A L I T Y A S A C S C O C  
L C L W C C A R E E R N K V B  
A C C R E D I T A T I O N N P  
E E O P A T H W A Y V S B Z L  
E S E C L O O J I H J R J E A  
O S A E A C A D E M I C A J N

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