



## PROCESS FOR THE REVIEW OF THE QEP IMPACT REPORT

### **What the institution is requested to address in its QEP Impact Report**

An institution submitting a QEP Impact Report is asked to provide a copy of the QEP Executive Summary submitted to the Commission following reaffirmation and a brief (10 pages or less) addressing the following:

1. a succinct list of the initial goals and intended outcomes of the Quality Enhancement Plan;
2. a discussion of changes made to the QEP and the reasons for making those changes;
3. a description of the QEP's impact on student learning and/or the environment supporting student learning, as appropriate to the design of the QEP (to include the achievement of identified goals and outcomes, and any unanticipated outcomes of the QEP); and
4. a reflection on what the institution has learned as a result of the QEP experience.

### **Review Procedure by the Committee on Fifth-Year Interim Reports**

The Committee on Fifth-Year Interim Reports reviews the QEP Impact Report. The Committee is composed of experienced Commission evaluators who have served on Commission review committees. They are not members of the Commission's Board of Trustees. The Committee does not recommend action on the accreditation status of an institution, including the imposition of sanctions; rather, if the Committee finds an institution out of compliance, it may refer the institution to the Board of Trustees for action.

### **Options for the Fifth-Year Interim Report Committee**

#### ***Accept with comment:***

The institution adequately documented the implementation of its Plan regardless of the changes needed throughout its delivery, summarized the level of success in achieving the desired impact on student learning and/or the environment supporting student learning, and reflected upon the implementation of the QEP as a learning experience for the institution.

No additional report required.

The Committee may also indicate whether it finds that an institution's QEP was particularly strong in areas such as its significance and impact on student learning and/or the environment supporting student learning; the outstanding support of the institution's administrative leadership, faculty, and students throughout its implementation; the strength of assessment design; or any other elements of excellence.

#### ***Refer to C & R for review***

The institution did not adequately document the implementation of its Plan, summarize the level of success in achieving the desired impact on student learning and/or the environment supporting student learning, and/or reflect upon the implementation of the QEP as a learning experience for the institution.

The institution is requested to provide an additional report in 12 months that documents progress in implementing its QEP. The Report is forwarded to C & R for action; actions may include no additional monitoring, additional monitoring, or imposition of a sanction.

*Approved: Board of Trustees, June 2009  
Revised: Board of Trustees, December 2011*