
Appendix B

QEP Topic Selection Process

In September 2006, Dr. Elaine Charlson, executive associate vice president for academic and faculty affairs, chaired a committee whose charge was to recommend a topic for the University's QEP to the SACS Leadership Team and the University's executive administration. The committee represented a broad cross-section of the campus community, including deans, department chairs, faculty, the Faculty Senate president, college administrators, program directors, a Staff Council representative, the Student Government president, and other university administrators. The committee undertook building consensus for and recommending topics to the SACS Leadership Team that:

- Supported the UH System Strategic Principles;
- Addressed an area of significant, demonstrable need related to student learning at UH;
- Was measurable in terms of student learning outcomes;
- Represented a course of action that was achievable within the resources of the University;
- Had the support of key constituency groups (faculty, students, staff); and
- Was selected after broad institutional participation.

The committee developed a list of topics through discussions with colleges, the Faculty Senate, other academic committees, and student groups. Overall, the University community responded enthusiastically to the request for ideas and participation, and major campus groups devoted a significant amount of time to determining a topic. The Faculty Senate's annual fall retreat was organized around a discussion of the QEP topic, as was the deans' retreat in January. QEP topic selection was also discussed at meetings of the Councils of Chairs and Associate Deans.

Using the SACS guidelines as a framework, the QEP Topic Selection Committee reviewed the list of potential topics and explored their feasibility and applicability. The Committee identified three topics with the potential to meet the QEP criteria for UH: ***undergraduate research, mentoring, and writing in the disciplines***. Concept papers were developed for each of the three topics and presented to the University community for comment. Faculty, staff, and students were given access to an online survey through which they could review the concept papers and submit feedback. Three hundred sixty-nine responses were submitted. In addition, Committee members were charged with presenting and discussing the three proposals with governance bodies on campus, including the Faculty Senate, the Undergraduate Council, the Research Council, and the Graduate and Professional Studies Council, the Dean's Council, the Council of Chairs, the Student Government Association, and the University's colleges and departments.

Based on the feedback from the broad University community, the Committee recommended that the University pursue ***undergraduate research*** as its QEP topic, and that mentoring and writing in the disciplines be addressed within the context of undergraduate research. In January 2007, the university's SACS Leadership Team accepted the Committee's recommendation and began the development, implementation, and assessment of the QEP.