

**ROLLINS COLLEGE**  
**Accreditation Leadership Team's**  
**Schedule for Quality Enhancement Plan - SACS**  
*Draft 6/11/04*

The Accreditation Leadership Team (ALT) will oversee the QEP Committee's development of the College's Quality Enhancement Plan, a requirement for reaffirmation of accreditation from SACS.

**January/February/March 2004**

QEP discussed at the following meetings:

1/15	A&S Faculty Executive Committee	2/4	A&S SGA Senate
1/15	ALT	2/13	All Faculty Colloquium
1/16	Executive Board	2/19-20	Trustees
1/21	RLT	2/26	A&S Faculty Approve Topic
1/26	Crummer Faculty	3/11	CR Faculty Approve Topic
1/29	All-College Faculty	3/15-31	Faculty, staff, and students identified for QEP Committee

**April**

ALT meets with QEP Committee to discuss expectations and criteria for QEP  
QEP Committee starts discussing strategies and ideas for developing the QEP

**May**

ALT representatives and QEP Cochairs meet with Dr. Duncan to discuss QEP

**June**

QEP Cochairs/Committee discuss emerging framework for QEP

**July**

QEP Committee prepares one-page Executive Summary of QEP for review by ALT  
QEP Committee develops communication plan for seeking feedback/input from College constituents

**August**

ALT submits one-page Executive Summary of QEP to SACS  
ALT and QEP representatives meet with Working Budget Committee to discuss QEP budget (for 2005-06)  
QEP Committee recommends two consultants who will be invited to serve on the SACS on-site review team

**September**

ALT and QEP Cochairs/Committee discuss communication plan and first draft of QEP  
ALT and QEP representatives meet again with Working Budget Committee to discuss QEP budget (for 2005-06)

**October**

ALT and QEP Cochairs/Committee members discuss second draft of QEP, including outcomes assessment

**November**

ALT and QEP Cochairs/Committee members discuss third draft of QEP, including timeline and budget

**December**

ALT and QEP Cochairs/Committee discuss final draft of QEP

**January 2005**

ALT prepares final publication of QEP and submits it to SACS

**February/March**

ALT and QEP Committee prepare for and participate in SACS on-site review (March 30, 31, April 1 2005--tent.)