QEP White Papers

The white papers should be no longer than 10 pages in length (double spaced) and include the following characteristics:

The paper should be organized in the following manner:

I. Abstract – a narrative description (100-150 words, single spaced) of the proposed QEP. Include a description of the importance of the QEP that will help others understand its value and appropriateness to DMC.

II. Background to the topic proposed. This section should clearly document the research basis that supports the concept that is to be implemented with the QEP. Include in this section how this proposal is both creative and vital to the long term improvement of student learning. Include any benefits to be derived from the QEP, especially pertaining to the quality of student learning. This area includes best practices and/or references.

III. Student learning outcomes or goals that are the focal point for the proposed QEP. Include specific, well-defined goals related to the proposal that demonstrate substance and depth, and are expected to lead to observable student learning results.

IV. Implementation plan for QEP including assessments. Include the estimated financial, physical, and human resources necessary. This needs to be a viable implementation that includes necessary resource and a framework of the details that matter, such as
   • Timelines
   • Leadership and oversight personnel needed for the project
   • Resource allocation and
   • Assessment schedule.

V. A comprehensive evaluation plan clearly related to the proposed QEP goals.

VI. Bibliography with current references

VII. Appendices as warranted.