



Quality Enhancement Plan Request For Proposals

Purpose of this Request for Proposals

As a member institution of the [Southern Association of Colleges and Schools Commission on Colleges](#) (SACSCOC), Virginia Commonwealth University (VCU) is required to develop and submit a Quality Enhancement Plan (QEP) as part of the materials necessary for reaffirmation of accreditation.

Per SACSCOC guidelines, QEP proposals must “reflect and affirm a commitment to enhance overall institutional quality and effectiveness by focusing on an issue that the institution considers important to improving student learning outcomes and/or student success.”

Based on the SACSCOC criteria and data gathered through implementation of the [REAL academic regulation](#), the broad theme for the next QEP is:

Level Up!

Connecting all students to transformative, mentored experiences

A wealth of research supports that high impact experiential learning that incorporates reflection and mentorship **help students become autonomous learners and agents of their own change.**

Because VCU believes that the best and most transformative ideas come from VCU’s own faculty and staff, we are requesting proposals for projects that explicitly connect VCU students to life-changing mentored experiences. This RFP represents an opportunity for the VCU community to propose possible topics for the direction of VCU’s next QEP.

QEP General Requirements

The SACSCOC guidelines for the QEP are that it must:

- Be tied to VCU’s strategic plan, [Quest 2025](#).
- Have been identified through VCU’s ongoing, comprehensive planning and evaluation processes.
- Have broad support across University stakeholder groups.
- Focus on improving student learning and/or student success.
- Be guided by institutional data in the selection, development, and implementation of the program.

- Be provided the needed resources to initiate and implement the proposal.

Proposal format and content requirements

- Descriptive title
- A concise, and persuasive statement of the importance of the topic/project you are proposing, addressing a specific need or area of opportunity
- 3-7 pages, numbered (1"margins, 11-pt font Arial or equivalent), in PDF format
- Clearly written for a broad audience as these will be shared with all members of the VCU community (faculty, staff, and students)

Proposal content guidelines

All proposals are expected to provide the following information about their suggested topics:

- **Abstract:** An opening statement that provides a concise summary of your proposal, previewing the most compelling reasons and evidence for your topic as well as identifying potential partners, the broad impact, and implications of the project.
- **Alignment with institutional priorities:** Briefly demonstrate how your proposed topic connects with VCU's strategic goals as reflected in the proposed [recalibrated Quest 2025](#) (pending approval at the June 2022 meeting of the Board of Visitors) and the university's goal of connecting all students to mentored transformative learning [REAL experiences](#).
- **Student learning/success:** Clearly identify the need or opportunity that your proposed topic addresses, the target population, and how they would benefit from your project.
- **Project goals and objectives:** Briefly describe the major **goals** (broad, overarching targets) and **objectives** (tactical, tangible steps to achieve those goals)
- **Potential Partners and Collaborators:** Identify the partnering offices or units that would be engaged in implementation of your project.
- **Outcomes:** Describe what you expect to achieve as a result of your proposed project and how success will be measured.
- **Timeline:** Briefly outline the timeline for your proposal, in terms of years or semesters as appropriate.
- **Budget or Resources Needed:** Provide an approximate overview of expected costs for your proposal at this time, potentially including:
 - Staff time/positions that might be required to implement and assess the project.
 - Office space requirements.
 - Stipends, tutoring hours, etc.
 - Travel funds as needed.
- **Bibliography/References:** List if applicable.

Submit your proposal using the online form by 5 p.m., September 23, 2022: [QEP Topic Proposal Submission Form](#) .

All proposals will be reviewed by a QEP subcommittee using an evaluation rubric developed by the QEP Planning and Development Committee. Queries can be directed to gep@vcu.edu.

Examples of QEP topics and ideas can also be found on the SACSCOC website:
<https://sacscoc.org/quality-enhancement-plans/2020-track-b-qep-summaries/>