AQIP Basics

The AQIP Accreditation process through the Higher Learning Commission (HLC) is on a seven-year cycle. Southeast entered the AQIP process in 2006 and is thus in the middle of its first cycle. Below is a timeline for the AQIP process, a list of AQIP Action Projects Southeast has completed or which are currently active, and some explanations of AQIP terminology.

- 2006
  1. **Campus Applied to AQIP.** Deadline was May 15, 2006.
  2. During the same time frame, the campus went through a **Self-Assessment** using the AQIP Examiner and NSSE (National Survey on Student Engagement).
  3. **Examiner results** were **analyzed** with the help of an outside consultant.
  4. Campus derived six tentative quality improvement **Action Projects**.
  5. Campus sent an AQIP Team to a **Strategy Forum** in November of 2006.

- 2007
  6. **Action Projects** were refined and **confirmed**. Projects are posted on the AQIP Web site.

- 2010
  7. The **Systems Portfolio** was submitted for review.

- 2011
  8. A **System Appraisal** of the Systems Portfolio was performed by a seven-member AQIP team. Campus received the feedback.
  9. The campus participated in a second **Strategy Forum**.

- 2012
  10. Updated **Systems Portfolio** will be completed in fall.

- 2012/2013
  11. AQIP will make a **check-up visit** to the campus to confirm that the process is working and the accuracy of the evidence it has provided to AQIP. Feedback and consultation is part of the process.

- 2013/2014
  12. **Reaffirmation of Accreditation** will be performed.

- 2014
  13. Next date for **Systems Portfolio** to be submitted for review.

Three simultaneous cycles occur:
1. **Action Project** updates and **Systems Portfolio** maintenance are occurring annually
2. **Strategy Forum** and **System Appraisal** occur every four years
3. **Quality check-up** and **Reaffirmation of Accreditation** happen every seven years

For more information on AQIP:
http://www.aqip.org/

For more information on the Higher Learning Commission:
http://www.ncahlc.org/

For more information on AQIP at Southeast:
http://www.semo.edu/aqip
Southeast’s AQIP Action Projects*

<table>
<thead>
<tr>
<th>Project</th>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Defining Indicators of Being the University of First Choice</td>
<td>06/01/07</td>
<td>05/15/09</td>
</tr>
<tr>
<td>Improving Information Distribution and Communication</td>
<td>06/01/07</td>
<td>06/05/10</td>
</tr>
<tr>
<td>Strengthening faculty-Based Academic Advising – Part I</td>
<td>06/01/07</td>
<td>05/01/09</td>
</tr>
<tr>
<td>Improving Students’ Basic Algebra Skills using Technology Plus Individual Tutoring</td>
<td>01/19/09</td>
<td>12/31/11</td>
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<tr>
<td>Development of Communication Protocols and Training Program for Emergency Response</td>
<td>04/01/09</td>
<td>08/03/11</td>
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<tr>
<td>Shared Governance</td>
<td>09/07/10</td>
<td>07/01/11</td>
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<tr>
<td>Course Redesign</td>
<td>09/07/10</td>
<td>06/03/13</td>
</tr>
<tr>
<td>Assessment Development and Planning</td>
<td>10/01/11</td>
<td>08/31/12</td>
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</tbody>
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*Next Action Project annual update deadline: **September 30, 2011**

Southeast’s Q² initiatives (Q² = Quick Quality Improvement Project)

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Start</th>
<th>End</th>
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<tbody>
<tr>
<td>Credit Hour Definition</td>
<td>10/01/11*</td>
<td>TBD</td>
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<tr>
<td>Student Learning Outcomes</td>
<td>10/01/11*</td>
<td>TBD</td>
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<tr>
<td>Online Program Development</td>
<td>10/01/11*</td>
<td>TBD</td>
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<tr>
<td>Learning Management System Review</td>
<td>10/01/11*</td>
<td>TBD</td>
</tr>
<tr>
<td>CLxxx Review – in development</td>
<td>09/15/11</td>
<td>TBD</td>
</tr>
<tr>
<td>Graduate Admissions – in development</td>
<td>TBD</td>
<td>TBD</td>
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</tbody>
</table>

*Start dates are tentative

**Glossary:**

- **Accreditation** –
  - Regional: Higher education institutions are accredited through one of six regional accrediting bodies.
  - Disciplinary: Programs and units are accredited through national accrediting bodies in the discipline.

- **Action Project** – Quality improvement projects varying from a few months to years in length with three years the maximum. Three to four are always underway at one time and one always focuses on student learning. One of two basic components to the AQIP process.

- **AQIP** – Academic Quality Improvement Program.

- **Examiner** – Self-assessment tool provided by AQIP and used to gauge an institution’s progress in creating a culture of continuous improvement.

- **Reaffirmation of Accreditation** – Every seven years the Higher Learning Commission confirms the improvements being made on campus through the action projects and systems portfolio.

- **PDCA** – Plan, Do, Check, Act, cycle. Process of completing the “loop” on assessing initiatives and refining them as needed

- **Strategy Forum** – Eight campuses send a team to participate in a 3-day session in Chicago that provides the institution with supportive, facilitated peer feedback on Action Projects.
  - A team consists of 6 to 8 members and includes the President and the Provost.
  - At the forum Action Projects are developed and refined.

- **System Appraisal** – A review of the Systems Portfolio by a seven to eight member AQIP team of system appraisers. Provides the institution with written actionable feedback that can be used to create strategies and actions that move the campus towards its AQIP goals.

- **Systems Portfolio** – An up-to-date online portfolio maintained by the institution describes key systems and processes the organization uses to achieve goals and performance results from those. Includes updates on the action projects. Maximum 100 pages (in PDF format). One of two components to the AQIP process.