

AQIP Steering Committee Meeting
4:00 – 5:00 p.m. – April 19, 2013
Kent Library Room 318

In attendance: Chair, D. Starrett, K. Bawaneh, C. Frazier, K. Loenneke, T. Messmer, D. Powell, D. Probst, B. Skinner,

Absent: C. Alberternst, D. Atwood, D. Holt, K. Magnan, R. Rosati, A. Vandeven, P. Vining

Dave discussed the Systems Portfolio and the update process. Chris Frazier has been given half-time release to work on the AQIP Portfolio.

The Committee's workload is slightly different due to this change. The Committee is still responsible for gathering information and getting it to Chris by our deadlines. We need ASC to tell Chris who is responsible for the information on our list. Chris will identify holes in the evidentiary statements by the end of summer. This fall, Dave and Chris will assemble the information and put it in the Portfolio. By the end of January all writing will be finished.

Chris asked everyone to look through the categories and let her know where their interests lie so they can help with those particular sections.

We submit our Institutional Update to the Higher Learning Commission every April. Dave is now accountable for this document. Our document was submitted to HLC today.

Dave will take three proposed Action Projects (APs) to Administrative Council next Tuesday. They will discuss the APs and decide which ones to implement.

Dave will put the PDF of the AP process on the website.

Dave suggested we come up with two APs in the next month. He wants to get the new APs declared with AQIP so we can retire our old APs.

ASC reviewed Dr. Holt's document titled "Update: Institutional Research, Assessment, Program Review".

Dave will send an email to ASC when the APs are selected.

Dave asked ASC to look at the Core Criteria and identify who should be responsible for providing information that shows me meet them. Chris will create a memo to ASC and send to Dave for his approval early next week. When Dave approves, he will forward to ASC.

Dave will check to see who cycles off the committee and will talk to their supervisors about remaining on ASC.

Since there is no other information to be discussed this semester, the April 26 meeting was cancelled.