

**AQIP Steering Committee Meeting**  
**8:00 – 9:30 am – February 21, 2012**  
**Kent Library Room 318**

In attendance: Chair, D. Starrett, C. Frazier, B. Kelly, D. Koch, K. Loenneke, T. Messmer, D. Probst, R. Rosati, P. Ryan, S. Scott, B. Skinner, S. Swartwout, A. Vandeven, and P. Vining

Absent: D. Atwood

Special Guests: Thomas Linares, Pradeep Singh, and Margaret Waterman

Notes: Sondra Phillips

Dave began the meeting by stating we are going to hear from the three Action Project members today. Pradeep Singh, Thomas Linares, and Margaret Waterman will give an update on their projects.

Dave provided a list of Action Projects and Q<sup>2</sup>s so we can better understand their relationship to the AQIP Steering Committee. He noted we are the Committee that oversees all other AQIP committees. Dave will make a flow-chart of the committees and bring to our next meeting.

Pradeep Singh gave a report on his MA101 ALEKS Action Project. This project is three years old and nearing wrap-up. MA050 is a new course that was developed as a result of this project. Many non-traditional students take this to help them understand algebra since they have not had math in a long time. An attendance policy was implemented and the student success rate increased. He will continue collecting data and improving MA050 and two other math courses.

Chris asked if data has been taken to see if students in this course do well in Chemistry or in other departments. This type of data was not done, but this would be another good Action Project.

Thomas Linares gave his Action Project report on Planning and Assessment. His committee produced three recommendations.

1. Resume implementation of academic assessment procedures spring semester, 2012. Assessment procedures must include:
  - a. Learning outcomes
  - b. Designation of a learning outcome that supports the university mission
2. Designate a vice-president and respective academic or administrative unit to address the specific “opportunities for improvement” noted in the HLC report.
3. Each division will produce an annual assessment report

Dave reminded us we need to have our 10-page report to HLC in August if we have an October 2012 review. We need to develop these recommendations, gather, and analyze data as soon as possible. The “OO” and “O” areas need to be assessed faster.

Dr. Rosati took the Planning and Assessment recommendations to Executive Staff yesterday.

One of our weaknesses is we are not using last year’s results to determine next year’s goals.

Margaret Waterman gave her Action Project report on Course Redesign. She reported this project began one and one-half years ago. She explained how courses are offered. It was also noted that course redesign is not curriculum reform, and it is not only for large classes. Some large classes do not undergo course redesign. Her handout showed the different Cohorts and participating courses. Margaret noted her team will soon collect data from Cohort I.

Pat Vining asked Margaret to talk with Student Government about Course Redesign.

Waterman and Dave will work together on a Best Practices workshop for faculty so they can incorporate new ideas into their courses and not do a full course redesign.

At our March 6 meeting in the University Center Board Room (8 a.m.), we need to discuss the following:

- Newsletter
- New Action Project suggestions (Everyone email Dave their suggestions, and he will bring list to meeting.) We will decide on three APs. We should concentrate on one short-term AP.