

AQIP Steering Committee Meeting
1:00 – 2:30 p.m. – July 17, 2012
Kent Library Room 318

In attendance: Chair, D. Starrett, C. Alberternst, D. Atwood, B. Kelly, K. Loenneke, K. Magnan, T. Messmer, D. Powell, R. Rosati, P. Ryan, S. Scott, B. Skinner, S. Swartwout, A. Vandeven

Absent: C. Frazier, D. Probst, P. Vining

Guest: Tammy Randolph

Notes: Sondra Phillips

Dave met with the University Foundation group this morning and discussed the AQIP visit and their department's involvement with the process.

Dave used the AQIP at Southeast document at the Foundation meeting today. He would like to use this document for future department meetings, and he asked the AQIP Steering Committee (ASC) for their feedback.

All data is in for the Portfolio, and the door is closed for adding more data. We have addressed all the O/OOs. Writing committee finished the first draft rewrite July 13. Writing team needs ASC to read the categories and give feedback to Writing committee. Dave will assign three categories to each ASC to read. He will send an email tonight with the assignments. Susan has from July 26 to August 3 to get the document to Jake.

Dave provided a draft of the Quality Program Summary. ASC made suggestions and comments for revisions. Dave will make the changes and bring a revised draft to our July 31 meeting.

Dave and Tammy are working on the Federal Compliance document. Dave will bring a draft to ASC on July 31.

Executive Staff will review the Portfolio, Quality Report, and the Federal Compliance on August 15.

The Student Learning Outcomes (SLO) Action Project (AP) was submitted to the Higher Learning Commission July 14. Our AP is live and will be looked at in our annual review in September. We need to ask the SLO Q² committee if they want to be on the AP team.

A sample site visit agenda was reviewed by ASC. We will revise as needed and send it to the visiting team before September 12.

Dave will not be here for our July 24 meeting. ASC was asked to use this meeting time to review their assigned categories.

Our next scheduled meeting is July 31.