

AQIP Steering Committee Meeting
1:00 – 2:30 p.m. – June 12, 2012
Kent Library Room 318

In attendance: Chair, D. Starrett, C. Alberternst, D. Atwood, C. Frazier, B. Kelly, K. Loenneke, K. Magnan, D. Powell, P. Ryan, B. Skinner, S. Swartwout, A. Vandeven, P. Vining

Absent: D. Koch, T. Messmer, W. Miller, D. Probst, R. Rosati, S. Scott,

Notes: Sondra Phillips

One AQIP Steering Committee (ASC) member has not created a Dropbox account.

A June 13 campus Newswire will inform personnel of the accreditation process and the Quality Checkup Visit (QCV) September 12 – 14, 2012. Dave asked Patrick Vining how we can inform students of the QCV and accreditation process. We will discuss this in more detail on June 19. Other publicity includes:

- July 11 Newswire
- August 20 Facebook and Student portal
- August 24 Newswire
- August 27 Press Release
- Weekly Countdowns
- Faculty Development Afternoon – August 15, 12:00 – 5:00

Per Federal Compliance, public comments requests will be posted as follows:

- Southeast homepage, May 29
- *Southeast Missourian*, June 3
- *Standard Democrat*, *The Daily Statesman*, and *The Daily Dunklin Democrat*, June 6
- Email to all alumni, friends and parents, June 4 – 8
- Posted on the Portal, Facebook, and Twitter, June 11 – 15
- *Post-Dispatch*, June 14

We have 226 out of 261 O/OO responses submitted so far. Dave expects to receive more responses soon. Dave will make a checklist to help the Category leads as they review responses. O/OO Leads were asked to look over responses for viability before the June 15 and 22 meetings.

The Writing team will begin writing next week after the first set of O/OO responses is validated.

Dave showed ASC a list of Faculty Startup Activities for August 2012. One of the activities is the August 15 Faculty Development Day. This event will include an update on reaccreditation with the Higher Learning Commission (HLC) and an introduction to the new Learning Management System.

A meeting of the Strategic Issues committee is planned for June 21st.

Information is still needed for Federal Compliance. Dave will call and work with the divisions to get the needed information.

Dave will create a draft of the Quality Summary report and bring it to our June 26 meeting.

Dave, Pat Ryan, and Chris Frazier created a draft of the Crosswalk (matching the five criteria for accreditation with the nine categories of the Academic Quality Improvement Program). The Crosswalk will be given to the QCV team either before their arrival or at their visit.

Dave and Ron have a conference call with the QCV team on Monday, June 18.

Bruce and Brian have made arrangements for the QCV team to stay at Candlewood Suites.

Dave provided copies of the draft Student Learning Outcomes (SLO) Action Project. ASC members were asked to read and send their changes or questions to Dave. Members discussed areas of the document where clarity is needed. Dave will bring an updated draft to our next meeting.

Dave welcomed Cheryl Alberternst (new Faculty at Large) to the ASC.

Our next meeting is June 19, from 1:00 to 2:30 p.m., in Kent Library room 318.