

**AQIP Steering Committee Meeting**  
**1:00 – 2:30 p.m. – June 5, 2012**  
**Kent Library Room 318**

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

Absent: D. Koch, S. Swartwout, P. Vining

Notes: Sondra Phillips

Dave welcomed Kevin Magnan to the AQIP Steering committee (ASC). Kevin is the new student representative to the Board of Regents.

Dave scheduled a conference call with himself, Ron, and the Quality Check-up Visit team (QCV) Team for June 18. Dave sent the QCV team the link to our AQIP website.

Thirteen ASC members have accepted share on all ten Dropbox Folders. Dave will invite David Powell and Kevin Magnan to the Dropbox.

Dave will do the AQIP Newswire for next Wednesday.

Federal Compliance information has been received from Allen Gathman and Kathy Mangels.

The QCV team will be housed in Candlewood Suites during their visit.

Dave asked ASC members to look at the public comments area on the University web page.

Dave reminded the Category leaders about the June 15<sup>th</sup> marathon meeting. He asked leaders to look at the Dropbox before the meeting and be prepared to discuss any problems or concerns. Dave added a fourth rating "Response incomplete, ASC asks submitter, or others, for additional information".

Dave will give an update to Administrative Council on June 12<sup>th</sup>.

We will discuss the Federal Compliance pieces at our next couple meetings.

We need to create our Strategic Issues basic responses as soon as possible. Dave suggested we add three more committee members to make this a 6-member committee. Dave will join the committee, and Krissy Loenneke, Sophia Scott, and Brian Kelly volunteered. June 22 could be our draft date.

Dave reminded the liaisons to talk with their divisions and remind them about their responses. O/OO leads were asked to keep track of Dropbox submissions and look over viability before the June 15 meeting.

Krissy suggested we put something on the student Portal about AQIP. When Patrick Vining returns, we will discuss how to tell the students about AQIP.

Dave gave a draft SLO Action Project Declaration to ASC and asked everyone to read it and bring their comments to the next meeting. Members also have the option of sending their ideas to Dave via email before June 12.

Our next meeting is June 12, from 1:00 to 2:30 p.m., in Kent Library room 318.