

AQIP Steering Committee Meeting
8:00 – 9:30 am – May 1, 2012
University Center Board Room

In attendance: Ron Rosati presiding: B. Kelly, D. Koch, K. Loenneke, T. Messmer, D. Probst, P. Ryan, S. Scott, B. Skinner, S. Swartwout , and P. Vining

Absent: D. Atwood, C. Frazier, D. Starrett, A. Vandeven

Notes: Sondra Phillips

The AQIP newsletter was seen by the Executive Staff yesterday, and they thought it was nice. The newsletter will be distributed to different demographics via email blast, Sondra's list serve, and Carol's email. We will also pinpoint articles and do Southeast Missourian articles. A newsletter will be sent out during finals week and another at the beginning of the fall 2012 semester. We need a hard copy for the President's State of the University Address and for the Deans' College Council meetings. The newsletter that is going out during finals week will be one page. The fall newsletter will have the spring information on one side and new information on the other side.

Ron had a copy of the Executive Staff weekly update which was passed around to the committee.

We will wait for Dave to return to discuss the Overall and Per-division one-page checklists. We also need Dave to put the timeline together for committee projects.

At our next meeting, we need to hear from Chris to make sure all strategic issues are covered on the spreadsheet she created.

Subcommittees list:

Checklists – Pat Ryan and Doug Koch. Doug is leaving mid-summer, and we need a replacement. Pat will send the draft checklists this afternoon via email.

Communication/Publicity – Susan Swartwout, Theresa Messmer, Brian Kelly. No need for more members.

Systems Portfolio rewrite – Susan Swartwout (editor), Sophia Scott, Krissy Loenneke, Chris Frazier. There are probably enough members for this committee.

O/OOs – Chris Frazier, Dave Starrett.

S/SS – Theresa Messmer. At our next meeting, Theresa will tell us if she needs help on the committee.

Strategic Issues – Chris Frazier, Bruce Skinner, Dave Probst. This group can work with the O/OOs committee.

Our next scheduled meeting is May 15th in Kent Library room 318 at 8:00 a.m.