

AQIP Steering Committee Meeting
4:00 – 5:00 p.m. – October 1, 2012
Kent Library Room 318

In attendance: Chair, D. Starrett, C. Alberternst, D. Atwood, K. Bawaneh, C. Frazier, K. Loenneke, K. Magnan, T. Messmer, D. Powell, D. Probst, R. Rosati, S. Scott, B. Skinner

Absent: P. Ryan, A. Vandeven, P. Vining

Dave asked ASC to look at the future meetings listed at the bottom of today's agenda. After today, we will not meet every Monday, and our meeting time will be 4:00 to 5:00 p.m. instead of 4:00 to 5:30 p.m. Our meeting dates for the remainder of this semester are: October 15 and 22; November 5 and 19; and December 3. Our spring 2013 meeting dates will be determined later.

Dave has not heard from the HLC committee, so our report has probably not been turned in yet. Dave checked with HLC, and we were asked to watch for our Reaffirmation of Accreditation.

Action Projects (AP) annual updates are due each year on September 30. Dave retired the MA101/102 AP with AQIP. He updated the three remaining projects and submitted them for review by the deadline.

We will invite the current AP chairperson/team leaders to give us an update on their projects later this fall.

As a committee, we need to create an open process for developing and implementing Action Projects. We need to have at least one new Action Project in place by the beginning of the spring 2013 semester. The Student Learning Outcomes (SLO) AP just began. Our Planning and Assessment AP ends spring 2013, and the Course Redesign AP ends summer 2013. We could schedule workshops to explain the process of an Action Project. At the same time, we could solicit ideas for new Action Projects. It would be good to have the first round of AP ideas this semester. Dave will create an agenda immediately after fall break to solicit ideas.

We need to establish a timeline and process for revising our Systems Portfolio. Dave will ask HLC if May 31, 2014, is our actual deadline, then he will develop a timeline for rewriting the Portfolio.

We need to familiarize ourselves with the new Criteria for Accreditation

- What is the impact of the new criteria on our current processes?
- What will be the impact on our next Systems Portfolio?
- We need to tie in to the new Assessment processes.
- We will receive Criteria updates from Chris and Dave after fall break.

It would be good to keep the campus informed of the AQIP ongoing process. We should create a formal process to keep reminding people. Dave could do periodic updates with the following groups:

- Dean's Council
- Chairpersons
- Clerical/Technical/Staff
- Other Southeast Boards
- Administrative Council
- Faculty Senate
- Student Government
- Academic Council
- 2020 Steering Committee
- Strategic Planning Committee
- College Council

At our next meeting on October 15, we will discuss the Q² process, and bring ideas for new Action Projects.