

South Central College AQIP Steering Committee

Mission: The AQIP Steering Committee shall guide and support the implementation of AQIP as a model for continuous improvement and continued accreditation at the College as it relates to the SCC integrated plans under the governance of the College and President.

November 18, 2016

8am-11am

Meeting Room A (North Mankato) and C156 Conference Room (Faribault)

Meeting Minutes

Members Present: David Armstrong, Dr. Narren Brown, Juliann Brueske, Renee Guyer, John Reinhard, Deann Schloesser, Dr. Judy Shultz, Dr. Susan Tarnowski

Members Absent: Ryan Langemeier, Jodi Olson

Approval of minutes: Deann moved to approve, Juliann seconded, motion passed. Minutes are approved.

OLD BUSINESS

Action Project Updates

- Review Final report from Tutoring Services-Elaine Hardwick visiting
- Provided feedback on report-primarily clarifying questions
- CPL-continuing. Discussed if templates for assessment are going to be part of the CPL project. Yes they are.

Updates

- Category Evaluation Teams-Steering Committee members are on each of the category teams and will be providing updates and helping facilitate communication.
- Continuous Quality Improvement Discussion
 - Process mapping will continue:
 - You are invited to business office purchasing process:
 - Tuesday, Nov 29 8-noon Meeting Room A
 - Thursday, Dec 1 8-noon Meeting Room A
 - Renee will also be working with RIE on surveys.
 - Next semester processes include ASC/Library for accessible materials, eCatalog, Course Scheduling.
 - Who wants to help? David and Deann might be on board-time dependent.
 - Other process mapping desired by members of the group-student payments and IPEDS



Learning from yesterday, applying today, improving tomorrow.

NEW BUSINESS

Strategy forum report

- Narren- informative for the new guy, need data in a different form-some new, bring what we know together into one place and then make it usable. We know a lot but information is not connected to other info-more useful compact form
- Deann- top take-away and highest frustration: learning conversations I need to be a part of and then those where I am not needed. Early alert- definitely involved in, higher level driven by higher level people—AQIP Committee, Action Projects and Committee evaluation teams are where Deann is. Difficult in the connection between “in the weeds” and 60,000 feet High Performance Institution. Clarification-need to have the right people at the right table. Make sure appropriate people are at the table for the conversation. Helpful to be with other schools.
- David-Foresight-Systems Portfolio and our event identified this as a weakness. Heard from other schools-other people’s houses are just as dysfunctional-we are on the right track. Ideas from other schools: Persistence and Completion ideas-food pantry, clothing closet, resources for Pell eligible students, interview skills training
- Renee-CI Portal for capturing, need more structure for development of CI initiatives including Action projects

Action Project selection

Early alert-may be changing name so it isn’t just FN and isn’t just early

Discussed individuals who should be involved:

Renee Contact 3 people who submitted Action Projects

Marilyn Weber or ASC staff

Professional advisor or Anthony

Deann-try to avoid inherent conflict of supervisor and employee on

Tech faculty- Jay W, Jay S, Cristin Cox

LAS faculty- Deb Selbach, Kirstin C-M,

Academic Dean

Judy Zeiger

Research (Narren or other)

Laura—Student engagement and success committee members

Those who routinely use it

Those who refuse to use



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CI Portal-action project to be run by our Steering Committee, David volunteered to lead, Narren suggests calling it a CI Intranet instead of Portal.
Good combo of Juliann with extensive knowledge of technology and John who shies away from technology.

Proposed spring 2017 schedule

Suggest 1st meeting of month have 10 minutes per Action Project for updates then set agenda for 2nd meeting including action items (could do 1 hour meeting for 1st, 2 hour for 2nd). Decided to keep meetings at 1 and ½ hour.

PROCESS, RESULTS AND IMPROVEMENT

Process-Process for doing our own Action Project

Process of selecting action project members

Strategy Forum

Results-names for suggested members

Plan for our own Action Project

Improvement-Looking to improve action projects

Action Project reporting structure

ACTION ITEMS

Renee will send out CIP Action Project registration

Early alert first sent to Strategy Forum participants and then to all Steering Committee

Recruitment for Early alert action project:

Renee will contact 3 related action project submitters

Deann will contact Jay S, Jay Winters, Deb Selbach, Judy Z, Laura B

Judy will contact everyone else on our list

FUTURE AGENDA ITEMS

Dr. Tarnowski-More discussion on process mapping and how we are going to do the train the trainer model and how we are going to roll this out. Plan for A3s?

Next meeting- December 2, 2016 9-10:30am Meeting Room A (North Mankato); A156 (Faribault)

Meeting adjourned at 10:47am



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