AQIP Steering Committee Meeting

November 5

Present: Steve Pottenger, Deb Salmon, Beth Danberry, Ramona Beiswanger, Arlene Eliason, Julie Miller (Mankato student), Terry Meschke, Donna Marzolf, Dena Colemer, Susan Erhardt (Faribault student)

Absent: Wayne Whitmore and Karen Snorek

Introduced Sue Erhardt, new student representative on the Faribault campus

Kaycie moved to approve and Beth second minutes approval. Minutes approved.

Kaycie reported five project ideas submitted and hoped there were more coming so have more to choose from. Visited with student groups. Spoke at AASC and presidential forum to develop project. Encourage people to submit. Ramona sent out reminder.

Previously discussed adding rubrics to remarks page.

Presentation of the rubric and evaluation form for the submitted projects

The team scored a project using the rubric to test the rubric.

There was discussion of how people scored the project and recommended changes to the rubric.

Rating the submitted projects is due by November 18

The question of how teams will be selected was addressed.

The Steering Committee recommended that when projects are identified, particular faculty and staff with expertise can be asked to serve but also there will be a general call for anyone who is interested in working on the project.

Discussion of the role the Strategy Forum plays into the process. AQIP is undergoing changes and institutions going through the Strategy Forum will be piloting some of the changes.
The committee members discussed training ideas for team members and team leaders. Need to develop two tracks and wait for more information regarding faculty development days and agendas.

What quality improvement was addressed in the meeting? Refinement of the rubric

Did we improve a process? The rubric scoring process was improved.

What data was used? Team scoring data was improved.

Meeting adjourned 11:23 am