South Central College
AQIP Steering Committee

Apr 3, 2015, 9:00 am -12:00 pm
NM Campus – E132, FB Campus C37

Members Present: Arlene, Karen, Donna, Ramona, Susan, Kaycie, Tom, Peter W, Steve, Deb

Members Absent: Peter J, Ramiro, Karen

Guest: Renee Guyer

Approval of Mar 20 Minutes: Motioned: Deb; Seconded: Tom; approved

Additions to Agenda: Tom has a questions from the AQIP Action Project team he is on.

Committee business

Steering Committee Tasks/Assignments

AQIP communication:

• Upcoming Connections “news”: Information on systems portfolio booklets; upcoming connections should highlight teams, by linking to video links from Jan in-service.

Action Project proposals:

We need two projects this spring to replace the FYI project which will close this month, and the Large Capital Equipment Purchase Process project, that is expected to close mid-May. Program Review will likely close early fall, and we can do another call-out for project ideas in the fall to replace that project. Recommendation to put the call out in the fall, looking for projects that will help us with any concerns found in the systems appraisal. Kaycie contacted all “submitters” from the first call for project ideas and invited resubmissions. Discussed the submissions we received by the extended due date and talked about the scores. Discussed projects that may be “quick fixes” vs projects. Discussed the recommendations that would move forward for cabinet approval. These will be posted in the final draft of the minutes, after the cabinet has made their decision. Ramona will email Dr T the two recommendations for this spring.

April in-service:

Discussed the booklet idea vs the posters. Peter W agreed to kick off the day by explaining the booklet and how it will aid in the systems portfolio. May not be able to show the machform if we
don’t have the drafts of the systems portfolio categories to post. Steve can have it done if we are ready. Discussed the trading cards, which will be made for the FYI team. Main purpose of our 40 minutes at the end of the day: recognize the team. Dr T will email the leads asking them to share team progress in 3-5 minutes. The FYI team will get extended time. Tom said this would address his action project question. The steering committee members agreed to help hand out the trading cards at 2:20. Renee will get the black squirrel costume. The squirrel can help distribute prizes (hopefully we have an airgun).

*We ran out of time on the ITV/Jabber connection. Tried to get it back, but nobody around when we reconnected.*  Meeting adjourned.