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.

February 23, 2018
9am-11am
Meeting Room A (North Mankato) and B102 (Faribault)

Meeting Minutes

Members Present- David Armstrong, Juliann Brueske, Laura Attenberger, Emma Baumann, Renee Guyer


Approval of minutes from February 9: No quorum therefore approval of meeting minutes will need to wait. (Many members are attending the ATD DREAM 2018 Conference this week).

NEW BUSINESS

Membership Recruitment
Renee reported on membership-Tessa Delaney and Kacie Lamont have submitted letters of intent. Discussed faculty who are going to be submitting letters of intent.

Steering Committee subgroups
Steering Committee subgroups present reported on their work.

Communications Plan team: Continued work on the Category and Criteria Cards. The cards and posters are completed. Posters are up in North Mankato but still need to be hung in Faribault. Category 5 and 6 cards will be shared at the Presidential Forum on March 19. Anyone collecting all 6 cards should submit selfie of themselves with their cards by April 6 to AQIP email (AQIP@southcentral.edu) The drawing for prizes will be done at the Faculty-Staff Workshop on April 13. There will be one larger gift valued at $30-40. Something like a coffee basket. There will be three other gifts valued at $10-15. All prizes together will be under $100.

A3 team: Renee shared about her A3 regarding prompting returning student enrollment to increase persistence and completion. She will be sharing it with the Strategic Enrollment Planning group. David shared his A3 regarding getting faculty to turn off light and equipment and lock doors when they are done in classrooms. We are wasting energy and using up the life of the equipment. The perception is that we have motion sensors which will turn off lights-this doesn’t always happen or will take 20 minutes. It does not turn off equipment.

OLD BUSINESS

Category 2 evaluation
Team members were supposed to review both Category 2.4 and 2.5. As many members are gone and only one individual provided their comments to Renee prior to the meeting, an email will be sent to all Steering Committee
members informing them that they need to review Category 2.4 and send those reviews to Renee no later than noon on Friday, March 2. The Category 2 team has done a lot of work and they deserve our feedback. Renee will then summarize our thoughts and will be sharing the findings and comments with Judy Zeiger and the Category 2 team.

As for Category 2.5, the members present reviewed this section together and Renee will be sharing a consensus of our evaluation with Eric Weller. We also took this opportunity to update the Category 2 gap list based on gaps found in Category 2.5.

Meeting adjourned at 10am.

Next meeting- Friday, March 16, 2018  9-11am  ITV: Meeting Room A, B102