

AQIP Coordinating Committee
Meeting Minutes
July 3, 2008
CCB 2402

Members Present: Tom Corcoran, Paul Folger-Co Vice Chair, Cindy Johnson-Chair, Chris Riley, Dana Rosenberg-Co Vice Chair, Doug Salokar, Rachelle Stivers.

Non-Members Present: Randi Sutter, Padriac Shinville.

Members Unable to Attend: Barb Borg, Kathleen Collins, Catherine Miller, Allan Saaf, Johnny tenBroek, Pam Westerdahl.

The meeting was called to order by Cindy Johnson at 10:05 a.m.

Minutes

Paul Folger moved to approve the minutes from the May 9th meeting. Doug Salokar seconded the motion. The minutes were approved by voice vote.

The chair asked for information about the new action projects pending.

New Action Projects

Paul Folger said he has been in contact with Pam Westerdahl about the status of the Career Center project and that he would follow up with her.

Padriac Shinville presented a draft charter for a proposed new action project dealing with the coordination of data-driven, HCC retention and transition initiatives for new HCC students. Paul Folger will meet with Doug Salokar to organize the process for adopting this proposed new action project and find a chair for the New Action Project sub-committee.

Quick Fix

There was no quick fix news.

AQIP Systems Portfolio

Paul Folger informed the group that he and Padriac Shinville expect to oversee the production of the introduction of the portfolio by the end of the summer. Then the work on each of the several sections will begin and continue over the academic year.

AQIP Website

Tom Corcoran, Cindy Johnston, Dana Rosenberg, and Rachelle Stivers presented their work on the updated HCC AQIP Website. They will send the link out to the committee and if anyone has suggestions for further improvements they should let a team member know. After some additional tweaking, the group hopes to have the website live.

Elections

The election for two co vice-chairs was conducted. Cindy Johnson will let the committee know the results of the election.

Thank You

The committee expressed its appreciation for the job outgoing chair Cindy Johnson has done over the past year. The committee will miss her leadership but is thankful that she will remain on the full committee.

Next Year's Agenda

Incoming chair Folger outlined what he sees as the tasks facing the AQIP Coordinating Committee for next year:

1. Recruiting new members to the AQIP Coordinating Committee
2. Creating the AQIP Systems Portfolio
3. Developing a systematic process for creating and adopting New Action Projects
4. Coordinating the Spring 09, Campus Conversation Day.
5. Improving AQIP morale and involving more of the cabinet and more of the campus in day to day AQIP activities.
6. Continuing to improve and maintain the new AQIP website.

Adjourn

Chair Cindy Johnson adjourned the meeting at approximately 10:45 a.m.

Respectfully Submitted
Paul J. Folger
Acting Secretary