

# AQIP Update, 2010-2011

The PAC's AQIP Coordination Committee would like to share the successes and accomplishments for the 2010-11 academic year.

## AQIP Coordination Committee

Goal: This Committee supports the AQIP action project teams, ensures compliance with the HLC and AQIP, prepares for Strategy Forums and Site Visits, maintains the Systems Portfolio and makes recommendations regarding feedback to PAC

### Accomplishments:

- Committee met January 22, March 9, April 29
- Provided orientation for AQIP committees
- Prepared and sent AQIP Action Project Commitment Forms for peer review
- Drafted AQIP chart of AQIP activities at Lakeland
- Reviewed proposed Revision of the Criteria for Accreditation
- Reviewed highlights from the HLC conference, Chicago, April 8-12
- Created an electronic file of the action projects agendas, meeting minutes, and documents
- Planning for review of Systems Portfolio feedback, updates to Lakeland's AQIP web site, updates to our Systems Portfolio, and preparation for HLC visit in 2012/13

## University Center Action Project

Goal: This committee's scope of work is to identify the impact of the University Center on Lakeland Community College's internal operations and develop processes to create a seamless integration for students, partners and Lakeland employees.

### Accomplishments:

Committee met on Feb. 11, 25, March 4, 11, 25, April 15

- Developed FAQs for website
- Identified services impacted by the new off-site building and notified the appropriate departments
- Identified what information we want to track and how we will use it.
- Added language to the MOU that requires partner institutions to provide us with specific information
- Discussed options for identifying and tracking UC students
- Discussed the process for students to enroll in the UC
- Formed a subcommittee to develop a common application form and had a meeting on April 28

## Continuous Improvement Action Project

Goal: This project will formalize our processes for division and departmental planning and reporting of results. Processes will include the development of mission statements, goals and plans, assessment measures, data collection, and plans for continuous improvement.

### Accomplishments:

- Committee met Feb. 16, March 2, March 23
- Reviewed department planning processes
- Viewed demonstration of Lakeland's Progress Center
- Committee planning to form three subgroups for facilitation of department planning, identification of cultural change and continuous improvement practices at the college, and customization and training related to the Progress Center (Task Stream)
- Pilot departmental planning session scheduled for June 16

## Student Success Action Project

Goal: This committee was formed to create and implement a policy to eliminate late registration and to insure that students are enrolled in courses one week prior to the first day of classes. The committee will also develop a process for all new and future students to be placed into mandatory courses (English) during their first semester (based on their COMPASS assessment scores.)

### Accomplishments:

The committee met six times.

- Drafted a policy to eliminate Late Registration.
- Drafted two FAQs to support Late Registration policy. One for students one for faculty.
- Drafted a policy to implement Mandatory Placement.
- Sent communications to students and faculty covering both the elimination of late registration and implementation of mandatory placement in English for students testing into developmental courses.

To support mandatory placement, the committee identified additional courses that could be taken in the first semester, developed a presentation module and supporting materials for information sessions.

Over fifty students have attended an information session. The feedback from the survey has been extremely positive.

### Special Thanks

An AQIP ice cream social was held on May 4 to thank everyone who played a role in the AQIP Action Project teams.

## Summary

The action teams have made significant progress toward meeting their goals. We look forward to continued achievements and welcome your participation.

Thanks to the following individuals who made significant contributions to the AQIP process this year.

### AQIP Coordination Committee

Dione DeMitro

Lisa Durst

Fred Law, chair

Debbie Lozano

Katie Mahoney

Mike Mayher

Marilyn Jones

Dawn Plante

Laura Rittner

### University Center Action Project Committee

Melissa Amspaugh

Bill Beisel

Sharon Blankenship

Jaci Chesnes  
Laura Chew  
Tracey Cooper  
Lisa Durst, facilitator  
Gary Eith  
Ed Flick  
Barbara Friedt  
Michael Greenawalt  
Cathy Humphrey  
Marilyn Jones  
Kate Kendall  
Bill Knapp  
Fred Law  
Rich Novotny  
Rick Penny  
Dawn Plante, chair  
Cynthia Preseren  
Debbie Rorick  
Pam Severa  
Rita Smolik  
Deidre Soileau  
Peggy Tallion  
Carol Willen

Continuous Improvement Action Project Committee

Cathy Bush

Linda Daly

Dione DeMitro

Lisa Durst, facilitator, co-chair

Pat Hoyt

Bill Knapp

Ron Lee

Katie Mahoney

Rick Penny

Marion Petitti

Laura Rittner, co-chair

Gretchen Skok DiSanto

Jason Thomas

#### Student Success Action Project Committee

Melissa Amspaugh

Sharon Blankenship

Tracey Cooper

Dione DeMitro, co-chair

Lisa Durst, facilitator

Bram Hamovitch

Marilyn Jones

Don Killeen, co-chair

Al Kirsh

Fred Law

Karen Macdonald

Colleen Marble

April Mason

Rich Novotny

Sunny Parihar

Ken Sharkey

Connie Sheykhan

Laura Rittner

Peggy Tallion