

Governors State University

Committee on Continuous Quality Improvement and Accreditation (CQIA)

October 14, 2009

Present:

Xiaoyong Chen Diane Dates Casey Jean Johnson Eric Martin Sandra Mayfield
 Kelly McCarthy John Simon Patricia Smith Becky Wojcik

Item	Comments	Action/Follow Up
Minutes	The Committee reviewed Sept. 30 minutes. Minutes were approved as amended. J. Simon moved the approval and J. Johnson seconded.	Diane will send amended & approved minutes for September 30 th and draft minutes for October 14 th to the Committee
Mission Statement	The group worked on refining the CQIA mission statement. E. Martin moved and J. Johnson seconded adoption of the mission statement which reads: <i>The mission of the Continuous Quality Improvement and Accreditation Committee (CQIA) is to support and facilitate quality improvement initiatives and accreditation processes guided by the GSU strategic plan. The committee's core emphases include effective teaching, ongoing assessment of learner outcomes, and</i>	

	<i>assurance of high quality student services and optimal learning environments.</i>	
HLC Visit and Resource Room	<p>E. Martin summarized the committees with whom he is meeting – UCC, APRC, Graduate Council and Student Senate. D. Dates Casey described the HLC Resource Room Portal Page which will enable HLC evaluators to move to electronic HLC documentation, as well as to locate documents in the physical Resource Room. The Psychology syllabi already in the GSUVault will be used as exemplars where course objectives are mapped to program objectives. In the self-study this work of CQIA is described as ongoing.</p> <p>J. Johnson mentioned that her faculty development module on student disabilities and diversity has yet to be uploaded.</p>	J. Johnson will contact Pete Mizera or Charles Nolley about having her module uploaded and accessible for the HLC visit.
Quality Improvement Topics	<p>In discussing faculty development resources B. Wojcik pulled up the Faculty and Staff Resources page (http://www.govst.edu/facultystaffresources/). E. Martin noted that the title, “Faculty & Staff Resources”, could mislead users into thinking that this page was a directory rather than faculty development resources.</p> <p>E. Martin also noted that the phone number at the bottom of the page on the GSU website is the main operator number (708-534-5000). The group discussed how the main operators may not have the breadth and depth of institutional knowledge to direct questions to the right person or area.</p> <p>J. Johnson raised concerns about dual admissions agreements being completed. B. Wojcik noted similar problems with clinical education contracts.</p>	<p>B. Wojcik will contact Tony Labriola and alert him to the possible confusion caused by the title.</p> <p>E. Martin will raise this problem in his Connections Customer Service Training session.</p> <p>They will bring these concerns to their respective deans.</p>

CQIA & HLC Visit	E. Martin suggested that the Committee read the section on assessment activities at GSU found on pages 91 to 101 of the self-study report for discussion at the next CQIA meeting. B. Wojcik encouraged members to review the meeting summary document.	All will read pages 91 through 101 of the self-study report in preparation for the next meeting.
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Next CQIA meeting: Wed., Oct. 28 from 12:30 to 2:00 pm in E2590/CAS conf. room