

Governors State University

Continuous Quality Improvement and Accreditation Committee-CQIA

Minutes

5th meeting 9/18/08

Present:

Xiaoyong Chen  Diane Dates Casey  Jean Johnson  Eric Martin  Sandra Mayfield  
 Kelly McCarthy  Becky Wojcik

Item	Comments	Action/Follow Up
Fifth meeting	J. Johnson out sick. Catherine Sori resigned as COE rep. J. Zhao left GSU employment. Committee decided not to ask for another committee member from COE as J. Johnson is the representative.	E. Martin will contact John Simon, Asst. Professor of Management in CBPA to serve. E. Martin will respond to P. Perdue's memo re: PBAC membership
	Committee reviewed June 18 minutes-all approved. Eric gave HLC self study updates: five subcommittee groups received training in Spring 08. The HLC website is on the Provost's webpage. Some of the subcommittees are completing templates relating to specific criteria working on. S. Mayfield works with all five groups. Ann Venderly/E. Martin writing draft, 1 <sup>st</sup> chapter is single space, 28 pgs. long. This document has to provide evidence of GSU mission and be candid about	K. McCarthy will send June 18 minutes to J. Slovak for approval for PBAC/CQIA website.

	<p>weak areas. There was discussion if the two imbedded changes: to offer online degree programs and the expansion of doctoral programs should be included in the self-study document. There are two different views: Sherilyn Poole thinks they should be included in the chapters PEAQ) and Linda Samson thinks they should be a separate document (AQIP). D. Dates-Casey stated from information gathered at the HLC Annual Meeting that imbedded changes need to be included in the self-study chapters. Hope to have Bob Appleson, the GSU/HLC liaison answer this question when he is on campus Sept. 25.</p>	
	<p>B. Wojcik &amp; S. Mayfield discussed what B. Appleson asked for in the introductory chapter: detailed table of contents and evidence of various components under the 5 criterion. He also wanted names of subcommittee members. CQIA members meet with B. Appleson next week , Sept. 25 from 1:45-2:45 in the Hall of Honors. This is the same time as the Criterion 3 subcommittee.</p> <p>What questions should CQIA ask? 1. How do we assure academic quality? 2. How do we demonstrate GSU supports student learning?</p> <p>B. Wojcik would like a copy of what L. Samson sent to him from the Criterion 3 subcommittee.</p> <p>Core component 3b.: faculty summer on-line seminar Core component 3d: Library services</p>	
	<p>E. Martin stated this PBAC/CQIA committee has had a difficult time establishing itself due to self-study. Maybe CQIA is heading toward something outside of student learning/quality processes. E. Martin thinks B. Appleson will be looking at nuts-n-bolts of student learning/assessment. Maybe CQIA will form as a think tank: offer suggestions to other units.</p>	

D. Dates-Casey: Consultant role does evaluation/challenges, provides opportunities to take to next level; E. Martin: does CQIA monitor Strategic Plan? Mission? D. Dates-Casey discussed asking Colleges to share processes/set realistic timelines/have complete in 2009, then share criteria & results re: student learning. Different models/groups are using on campus-don't publish results, but share processes.

S. Mayfield: what is connection betw. decision-making and how we use data? When we set policy/procedure, make sure know how doing it.

D. Dates-Casey: used to be focused on inputs, now on outputs. There was discussion on how new CQIA is; that we can be a resource/thinktank/guiding body. Possibly consultants to those programs that do not have specialized accrediting bodies. E Martin stated every report is different, but that the university community at times does not know where to turn. D. Dates-Casey: CQIA can be building a bank of information.

E. Martin: Provost office could use CQIA as a resource. Ex: reinstitute WAC. Provost mentioned lack of quality in syllabi. Brief syllabi template not sufficient according to Provost, yet going through UCC is tough. Want syllabi that list student outcomes and/or program outcomes. D. Dates-Casey: CQIA can provide options: empower decision-makers. E. Martin: in time CQIA could look at PBAC structure ?

B. Wojcik: Read from March 19 minutes of CQIA "charge": **This sixth PBAC committee will serve as a resource to the university's academic and**

	<p><b>non-academic units for all activities relating to accreditation activities, program reviews, and quality control activities.</b> We have clarity about what our role is: How to go about it?</p> <p>Next month (October) new GSU Strategic Plan will be approved. CQIA can look at how will affect academic units, non-academic units. Review specifics in Strategic Plan/goals as next step. CQIA can pick top few priorities. S. Mayfield: Pros &amp; Cons of AQIP v PEAQ for GSU</p>	
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Next CQIA meeting: Thursday, October 16, 2008 from noon to 1:30 PM. Room: E2590 (CAS)