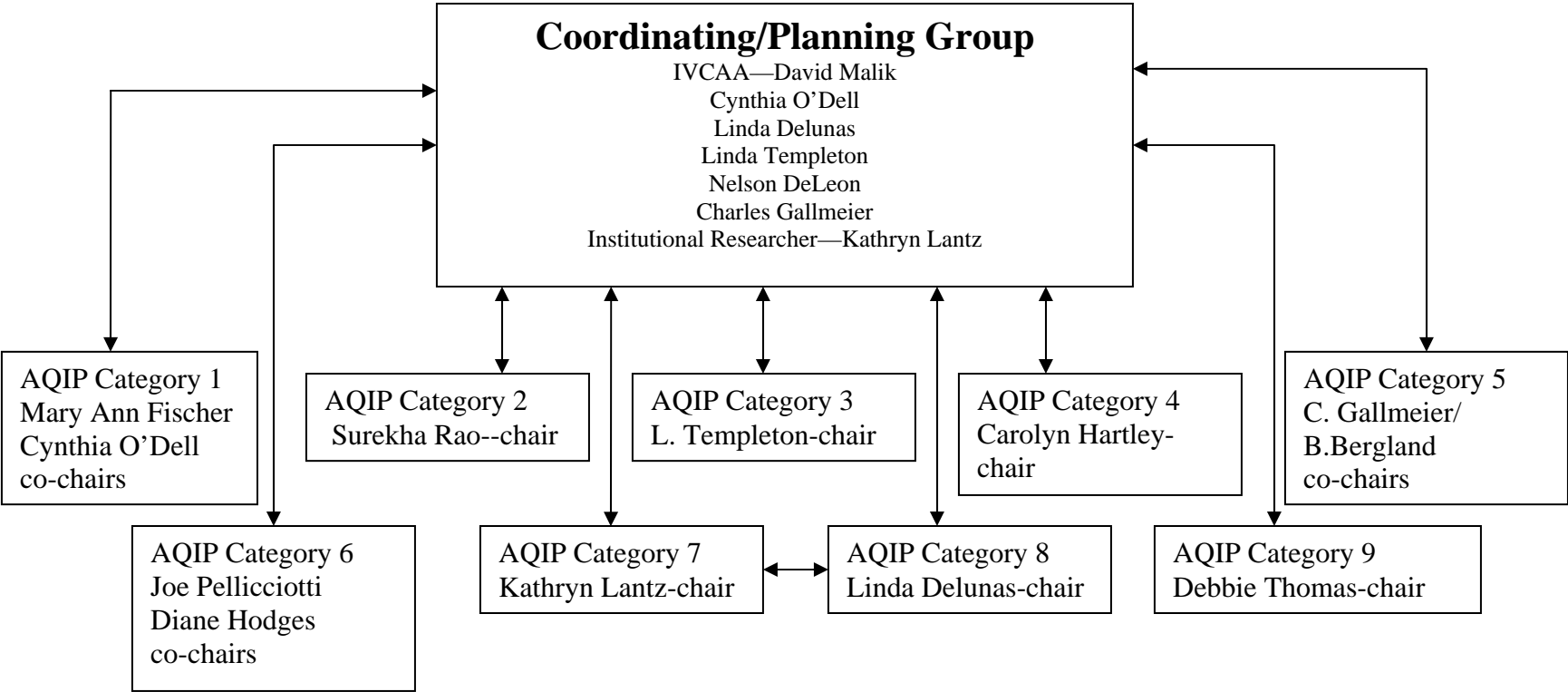


Structure for AQIP working groups



AQIP Categories:

1. Helping Students Learn
2. Accomplishing Other Distinctive Objectives
3. Understanding Students' and Other Stakeholders' Needs
4. Valuing People
5. Leading and Communicating
6. Supporting Institutional Operations
7. Measuring Effectiveness
8. Planning Continuous Improvement
9. Building Collaborative Relationships

The Coordinating Group:

- Will consist of members listed above,
- Will meet monthly with Chairs of working groups,
- Will attend the Strategy Forums (and other AQIP sponsored programs as appropriate),
- Has overall responsibility for coordinating activities and ensuring that Action Projects are on track,
- Has overall responsibility for ensuring update of Systems Portfolio in response to feedback, and
- Will work with Vice-Chancellor of Academic Affairs to prepare for Quality Check-up and Reaffirmation of Accreditation.

Category Chairs:

- Will have overall responsibility for delivery of work to Coordinating Committee and
- Will send copies and or reports of work to the Coordinating Committee via Cynthia O'Dell and Linda Delunas as work is proceeding

Category Working Groups:

- Will consist of Chair and 4 other faculty/staff (or combination; whichever is appropriate to the category),
- Have responsibility for developing a plan for addressing Systems Portfolio feedback for their respective category, and
- Will develop a mechanism to address each of the following for their work:
 - Process
 - Documentation
 - Organization of work for possible web publication
 - Way of measuring the effectiveness of process(es) addressed.