

## AQIP Coordinating Group - Institutional Effectiveness Advisory Committee

John Novak, David Malik, Georj Lewis, Cynthia O'Dell, Linda Delunas,  
Nelson DeLeon, Chuck Gallmeier

### 1 Helping Students Learn

Cynthia O'Dell and Beth Tyler

### 2 Accomplishing Other Distinctive Objectives

Georj Lewis and Sandra Hall Smith

### 3 Understanding Students' and other Stakeholders' Needs

Sharese Dudley and Emily Banas

### 4 Valuing People

Carolyn Hartley and Barbara Bullock

### 5 Leading and Communicating

Chuck Gallmeier and Jeri Pat Gabbert

### 6 Supporting Institutional Operations

Joe Pellicciotti and Carol Wood

### 7 Measuring Effectiveness

John Novak and Nelson DeLeon

### 8 Planning Continuous Improvement

Linda Delunas and David Malik

### 9 Building Collaborative Relationships

Ellen Szarleta and Jim Thomas

#### 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 John Novak as work is proceeding

#### Category Working Groups:

- Will consist of Chairs and approximately 3 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 update the 2011 Living Portfolio in preparation for submission to AQIP in November 2013, and
- Will add additional material as needed to their section to best represent the state of IU Northwest's quality improvement efforts
- Will ensure that the appropriate Criterion for Accreditation are addressed in their Categories
- Will develop a mechanism to address each of the following for their work:
  - Process
  - Documentation
  - Way of measuring the effectiveness of process(es) addressed.