

## **The AQIP Accreditation Process Where we've been and where we are going**

KCC is currently in the fifth year of the AQIP accreditation process. In November of 2005 we submitted our first Systems Portfolio providing a 100 page snapshot of the college divided into the nine categories prescribed by HLC. We received feedback from a team of systems appraisers in the spring of 2006. Systems appraiser teams consist of colleagues who work at colleges and universities and have been trained to review and offer comments about AQIP systems portfolios.

After reading the KCC portfolio, the appraisers wrote a report listing their thoughts about the college's strengths and also pointing out areas where we should focus our continuous improvement efforts. The KCC AQIP Leadership Team met over the summer to review all of the appraiser's comments. The team identified sections of the portfolio where we did not accurately capture KCC processes. They identified process improvements that are in progress that address the comments of the appraisers. The team also identified those areas where KCC has yet to develop effective processes. Recommendations will go to the President's Cabinet about these areas.

Members of the AQIP Leadership Team will be contacting many of you to request your help in updating the Systems Portfolio to be sure that it accurately captures all that we do at KCC. Please respond to their requests and offer any other information that you think should be captured in the college's Systems Portfolio. All of us must be involved to ensure that KCC's systems portfolio accurately reflects all that we do at KCC.

KCC has accomplished much with the first set of AQIP projects that were undertaken. As we wrap up the reporting cycle for these four projects, we are opening three new projects with the Higher Learning Commission. HLC requires all AQIP schools to report annually on the progress and accomplishments of three of the college's most significant projects. The new projects were selected based on input from last year's all-college in-service.

- Communication, led by Kari Sargeant and Kellee Hayes
- General Education Assessment, led by Steve DePasquale and Jeff Bathe
- Continuous Improvement, led by Margaret Cooper and Julia Walsh

On April 25–27, 2007 two of the HLC's systems appraisers who have been trained as site visitors will visit our campus. The purpose of their visit is to be sure that we are moving forward on the strategic issues and other opportunities for improvement that were suggested in KCC's Systems Portfolio Appraisal. The strategic issues raised were: general education and program assessment of student learning; long-term strategic planning; and the use of data to inform college decisions. We feel confident that we are making progress on all of these issues and working to improve many other processes at KCC. The site visitors will engage college faculty and staff in conversations to help us explore ways we can work better and improve our processes.

The following gives you a brief timeline of some past and future AQIP events.

October 25, 2005 – All school in-service where Systems Portfolio strengths and opportunities were identified. Project updates were provided. Staff members provided input regarding priority project opportunities.

November 1, 2005 – KCC's first Systems Portfolio was submitted to the Higher Learning Commission (HLC).

January 2006 – Staff provided an opportunity to give feedback on the summarized project opportunities.

February 2006 - HLC Feedback report arrives. Three major opportunities around strategic planning, assessment of general education objectives and data collection/analysis were identified. Multiple strengths and opportunities were listed in the document. A majority of the HLC comments were previously identified by KCC staff in October.

Spring/Summer 2006 – Feedback report analyzed by the AQIP Leadership Team. Three new action projects identified (see AQIP New Action Projects handout).

August 2006 – Final HLC updates were filed for the original action projects and are available on the web at <http://www.kcc.edu/faculty/aqip/aqipprogress.asp>.

The four original projects were:

- Recruitment of high school students;
- Registration and advising consisting of modifying workflow for the new building, developing the college success skills course and creating the master syllabi;
- Teaching and Learning supported through the training of new faculty;
- Valuing People through collection of data via the Supportive Staff Climate Survey and execution of training identified through the climate survey

November 2006 – feedback on final updates expected. Projects will be closed. Three new projects will be submitted (see AQIP New Action Projects handout).

Fall 2006/Spring 2007 – Updates to the Systems Portfolio

Spring 2007 – The HLC will send reviewers to KCC for a site visit. The Systems Portfolio updates will be reviewed. Activities related to strategic planning, general assessment of education outcomes and data collection will be evaluated. Grievance files will be examined.