

AQIP Quality Team

CMC Accreditation for Associates & Bachelor's Degrees

One College Team Structure

May 2010 through May 2011 & Beyond

AQIP Quality Team members: Stan Jensen, Meeta Goel, Sunny Schmitt, Lin Stickler, Brad Bankhead, Alton Scales, Joe Maestas, Mary Axelson, Mike Simon, Steve Boyd, Nancy Genova

FUNCTIONING AS ONE COLLEGE: As we are accredited as one college, we must be prepared to demonstrate our systems for operating as one college and not as a collection of campuses. Otherwise, we risk being required to seek separate accreditation for each campus and our campuses are not prepared to do so. As a single college, over the next year and beyond, we need to strengthen programs & services for our two year degrees college wide while simultaneously building the needed capacity to support the offering of Bachelor's degrees. According to accreditation feedback, we need to strengthen & develop key processes related to assessment of student learning outcomes, using data for further improvement of processes and complete the feedback loop and becoming more efficient with our processes in general through the increased use of continuous improvement training & tools.

Single College = Single Faculty Body

Single College = Single Curriculum

Single College = Same Processes & Systems

Process Title	Process Scope	One College Process Lead Team Member	Tab #	One College Process Team(s)	Process Timeline
Legislation for Bachelor's Degree Approval	Secure Legislation	Lin Stickler	1	Senator Gibbs, John Giardino, Stan Jensen, Debbie Crawford, Glenn Chadwick	May, 2010
New Program Development	Develop a system, based on data and needs assessment, to identify, develop the curriculum, (as one college) and launch high demand programs (2 or 4-year)	Renee Kuharski (2-year); Fred Hampel (4-year)	2	New Program Development (NPD), Curriculum Advisory Committee (CAC), Council for Instruction (CFI), Faculty Senate, Bachelor's AQIP Team (and any sub-teams needed)	
Program Review	Improve & enhance current process for academic program reviews	Ted Phillips	3	Academic Affairs Council, Student Affairs Council, CFI, Faculty Senate	
Strengthening College Wide Processes for Teaching & Learning	Map current instructional processes to demonstrate consistency as one college. Subsequently, evolve the maps to address baccalaureate degrees e.g. includes the work of our 2 new AQIP Projects that address college wide a) learning outcomes assessment and b) creating an engaged environment for students	a) Sunny Schmitt, VPAA & b) Brad Bankhead	4	Joint Leadership Team: Academic Affairs Council & Student Affairs Council; CFI, Faculty Senate, Risk Management Committee, Distance Learning Committee	

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HLC & AQIP Accreditation at CMC	Document progress on key processes for accreditation at CMC & for approval of Bachelor's degrees e.g. includes our 3 new AQIP Projects that address college wide learning outcomes assessment, creating an engaged environment for students, and more effective leading & communicating	Stan Jensen, Meeta Goel, Peter Perhac	5	Quality Team, College Leadership Team (CLT)/President Cabinet	
CCHE Approval	Develop & implement a process to ensure a successful CCHE approval for bachelor degrees	Marsha Arzy	6	New Team-Open Call	
Fiscal Impact, Tuition	Develop a 5 year business plan for the fiscal impact of Associates, Baccalaureate & special program offerings, as well as determine appropriate tuition charge	Linda English	7	Tuition Committee (sub teams as needed)	
Facilities	Develop & implement a process to determine facilities' impact of Associates & Baccalaureate offerings	Sam Skramstad	8	CMC Facilities, Risk Management Committee (sub teams as needed)	
Student Support Services	Map current student support processes to demonstrate consistency as one college & subsequently evolve the maps to include expanded systems for addressing Baccalaureate degrees	Office of Student Affairs (TBA)	9	Student Affairs Council, Campus Liaisons for Student Affairs, Reg Users	
Marketing & Recruitment	Develop Marketing & Recruitment Plan for Associates & Bachelor's programs, including necessary Web update: NOTE Marketing & Recruitment for Bachelor's Programs can only start after approvals are secured from HLC & CCHE.	Doug Stewart & Bill Sommers	10	Web Steering Committee	
Colleague, Data & Reporting	Determine and implement changes to Colleague to improve data integrity related to Associates programs & accommodate Bachelor Programs any additional reporting requirements for Baccalaureate offerings	Scott Cowdrey	11	Datatel CORE Committee, CAT, Reg Users & ITC	

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Already Done It (learning from other organizations)	Research other organizations that have successfully transitioned to dual-mission roles and/or role-model excellent systems for this	Carla Malmquist	12	Quality Team, IE (sub team, if needed)	
Foundation	Determine impacts to Foundation and its campaign needs related to Baccalaureate degrees.	Foundation CEO	13	CMC Foundation	
Internal Review College Wide Processes	Develop a system that ensures continuous college wide review/audit of processes for improvement & identifying training needs	Joe Maestas	14	Quality Team & CLT	
Faculty/Staff Recruiting, Hiring & Retention	Map & enhance current processes for employee recruiting, hiring & retention	Kelly Johnson	15	HR Liaisons, Faculty & Staff Allocation Committees, Open Call	

Next Steps:

- 1) Stan will invite One College Process Lead Team Members & other CMC employees to participate on One College Process Teams
- 2) Stan will also extend the invitation to self-select to participate on One College Process Teams via Youtube

Expectations of One College Process Teams:

1) As much as possible, use existing groups/committees listed under the "One College Process Team" column of the above chart to mobilize for action quickly and capitalize on existing resources.
2) If additional sub teams or new teams are needed, volunteers from Stan's invitation or "open call" for participants may be used to help with the team's work.
3) The One College Process Teams will meet two times per month if needed.
4) Agendas & minutes of actions taken will be sent to Meeta & Lin following each One College Process Team meeting for posting on the AQIP tab of the CMC portal.
5) The One College Process Teams will report their progress to the Quality Team monthly.
6) A plan with a timeline will be submitted within the first 1-2 meetings held by each One College Process Team.
7) Use continuous improvement tools/methodology such as flow charts, bar charts, etc., map processes, determine measurements, look at data & propose improvements. Stan's continuous improvement training is available on DVDs and/or Stan can come & train your teams.
8) Show ROI-cost/savings data and projections of ROI.
9) Determine whether you achieved the "Process Scope" and provide evidence in a presentation/report to CLT.