

AQIP Cooperative & Experiential Education

MEETING SUMMARY

Topic: Updates and Development of the base-line data survey
Meeting Location: CM 1120
Meeting Time: 12:00 – 1:30 PM
Meeting Date: Thursday, July 26 2007

Members present: Cindy McDaniel*, Carol Nielsen*, Robert Matthews*, Paul Rozycki, Lillie McCain
Scott Jenkins, Laurie LaCross-Wright

Members absent: Tom Crampton, Tom Fonger, Paul Londrigan, Chuck Thiel, Carlos Cisneros,
Dolores Sharpe

Pit crew members present: Mike Cieslinski, Steve Robinson

Pit crew members absent: Matt Pakula, Gail Ives, Martha Goldstein

* denotes committee leader

Meeting Handouts

- 7-26-07 meeting agenda
- 6-28-07 meeting summary
- AQIP Project Database Review (M. Cieslinski)
- Cooperative Experiential Education Survey Course Summary (M. Cieslinski)

Discussion Highlights

Team membership Update

L. LaCross-Wright will send emails to Paul Jordan, Becky Garske and Randy Schapel on behalf of S. Jenkins and the team leaders inviting them to serve on the AQIP Cooperative and Experiential Education team. She will also send an email to Paul Londrigan, Chuck Thiel and Tom Fonger asking that they become active team members. *Note: Randy Schapel was named by C. Bassett as a possible alternate IT representative, but she warned he also serves on the AQIP Professional Development Team.*

Update on AQIP Projects at other institutions: M. Cieslinski

M. Cieslinski provided a MCC Cooperative and Experiential Education Survey Course Summary. The report data was sorted by program, and also by division, giving a clear indication which areas of the MCC curriculum already offer strong experiential learning opportunities, as well as identifying areas to be targeted for expansion. It was noted that a final analysis of this data cannot be done until field survey interviews have been conducted with faculty members – technology and business faculty in particular. Team members will begin conducting survey interviews once Fall term begins.

M. Cieslinski reported that his research of the HLC AQIP database revealed projects at eight higher learning institutions related to service learning, experiential or community involvement/outreach. In visiting the websites of some of the institutions identified, he said he was disappointed to learn that few offered detailed online documentation relating to their AQIP projects. Northern Michigan University was identified as an institution offering impressive documentation. There was group consensus that NMU should be among the institutions contacted to see if a visit might be arranged at a future date. Kettering University is also to be contacted.

S. Jenkins suggested the group identify and focus on best practices that can be applied to MCC.

Determining Specific Goals and Action Plans

One of the AQIP requirements is a documentation of goals and how the goals are to be achieved. S. Robinson suggested that the establishment of an official lexicon and shared terms could be a work project set for this group. It was agreed that establishment of official definitions would assist in making quality control efforts more consistent, and will help greatly with tracking and measuring future progress.

S. Robinson suggested that a goal statement might include: Within six months we want to develop a glossary

for experiential learning and we want to have established some growth targets for *these kinds of experiences* (expand to include specific terminology?) in *these parts of the curriculum* (define specific areas).

S. Jenkins said an integral part of the team's future actions and vision will be based on Vice President Fugate's expanded definition of service learning support, and also her plan to change the Curriculum Office into the Office of Teaching and Learning. He added that it would be important for the group to obtain a document of resources the vice president for academic affairs plans to put in place, so support of these practices could be one of the group's clear outcomes and the group might even put forth an official recommendation to support the establishment of such an office.

Continued research and compilation of data

M. Cieslinski suggested an internal study of MCC programs/areas with substantial cooperative and experiential offerings to determine if their best practices can be applied to other divisions, programs, courses, etc.

S. Robinson suggested it would be useful to identify the criteria adopted by other institutions for measuring expansion efforts relating to experiential education.

S. Jenkins asked team leaders to meet to define a list of potential goals and present a draft statement for review and discussion at the next meeting.

R. Matthews shared a list that was developed during one of the earliest team meetings of possible action items and/or research targets.

- Update team members
- Collect definitions of things that fall under the definition of experiential learning
- Review/agree on definitions
- Identify things we do at MCC – a lot has been done or is in process
- Review courses/descriptions -
- Review syllabi as needed -
- Propose new definitions for MCC
- Meet with (stakeholders) faculty and a review team for consensus of definitions
- Discuss options for the structure we would propose here at the college (Centralized clearinghouse or something coordinated in a specific area)

The next meeting of the AQIP Cooperative & Experiential Education committee will take place at noon, Wednesday August 22nd in CM 1120. Lunch will be provided.

With no further business, the meeting adjourned at 2:05 PM.

ACTION	WHO	WHEN
For historical purposes, include Mott logo/ID on research data relating to AQIP service learning and experiential education projects.	M. Cieslinski	immediately
Articulate possible goals, objectives and action items for AQIP progress report.	The team leaders. S. Jenkins requested that R. Matthews lead this effort.	Prior to August 22 nd 2007 meeting
Finish processing MC-ICE membership	L. LaCross-Wright	immediately
Research Library of Congress terms and definitions relating to service learning, experiential and cooperative education and learning. Compare with team's work-in-progress lexicon draft	M. Cieslinski	Prior to August 22 nd 2007 meeting if possible.

document.		
email R. Matthews' bulleted list of potential goals and action items to all team members	L. LaCross-Wright	as soon as possible
Review 1993-94 Experiential Learning report	entire team	prior to August 22 nd 2007 meeting
<i>Thank you for participating and contributing.</i>		