



FACULTY MEETING

October 28, 2008

**Group A: Helping Students Learn &
Understanding Student/Stakeholder Needs**

What Is The AQIP Systems Portfolio?

- Part of the 4-Year AQIP “Strategy Cycle”
- 75-100 page (double-spaced) public portfolio describing fundamental institutional systems
- Covers the nine AQIP Categories, describing processes, results, & improvement in each system
- Shows evidence that the institution continues to meet the Higher Learning Commission's five Criteria for Accreditation



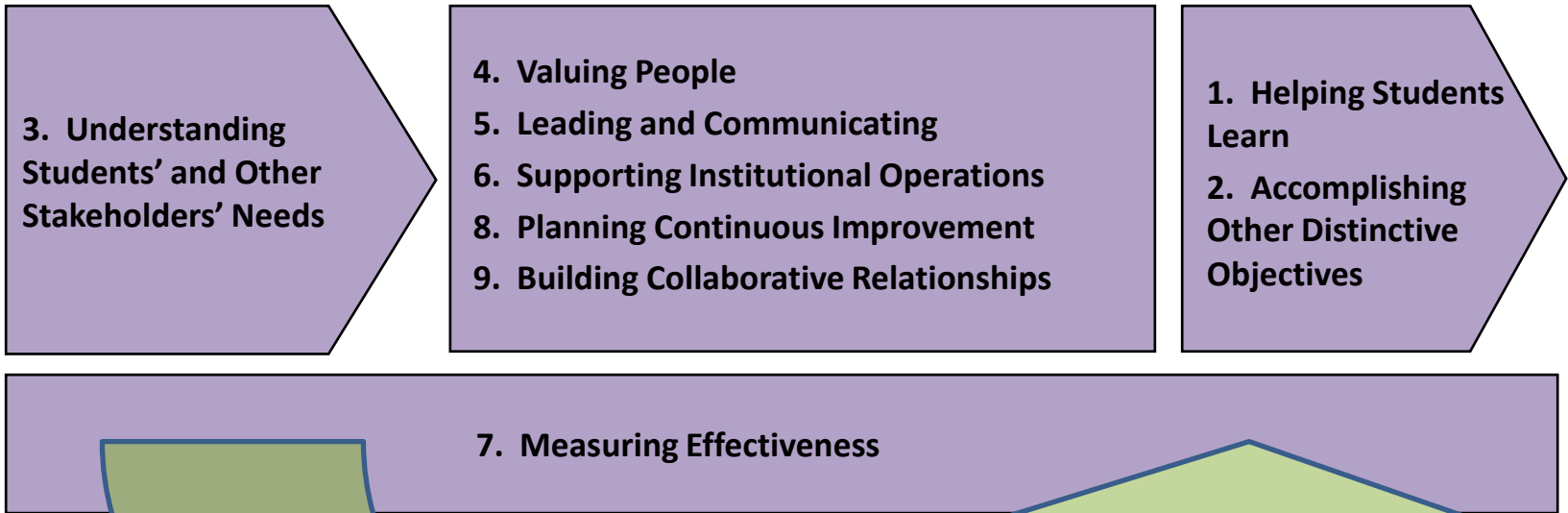
2000 NCA Self-Study



Sample AQIP Systems Portfolio



AQIP QUALITY FRAMEWORK



Questions About Each Category

THREE IMBEDDED IMPROVEMENT CYCLES

Academic Quality Improvement Program cycles of continuous improvement

ACTION: Every Year

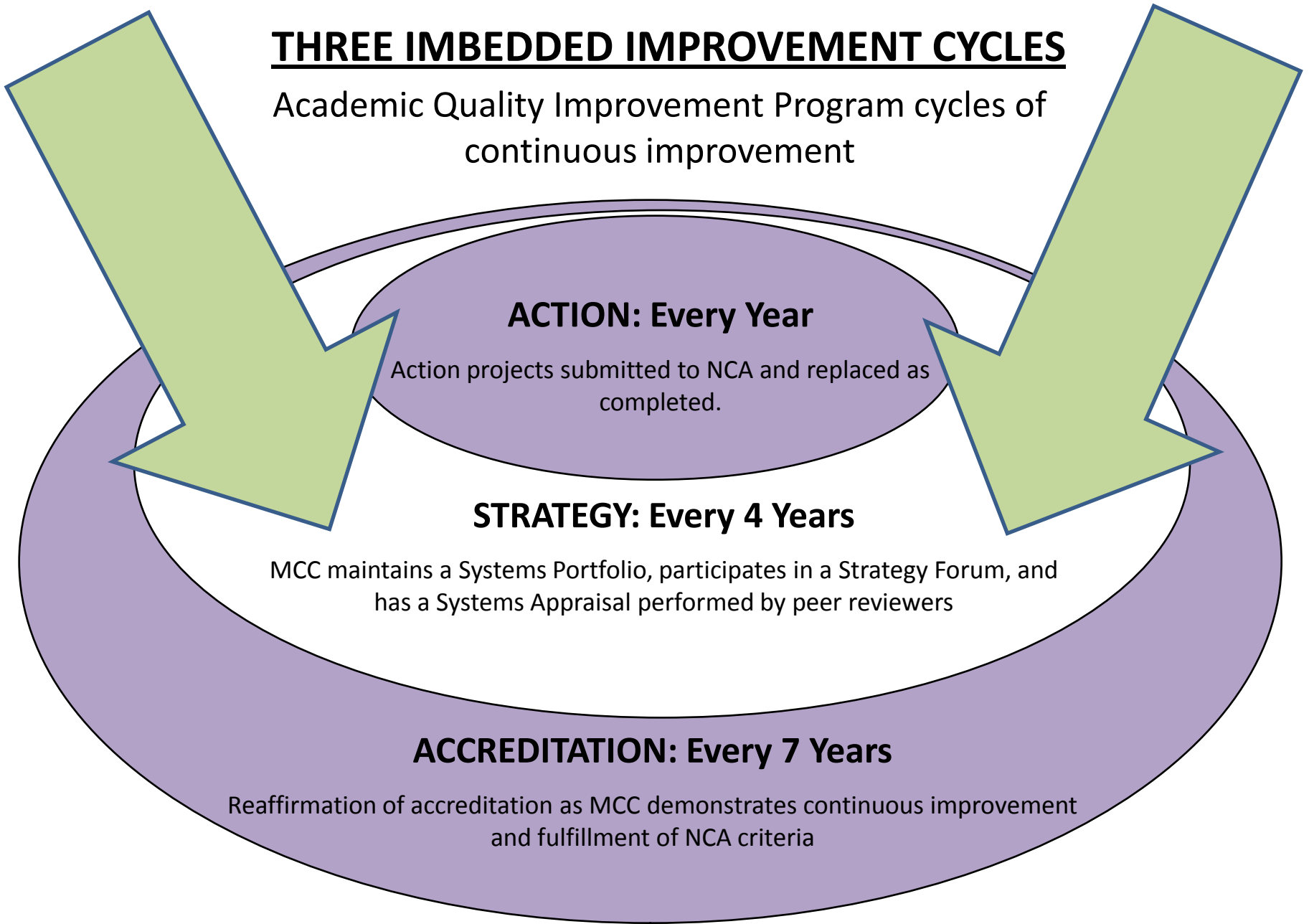
Action projects submitted to NCA and replaced as completed.

STRATEGY: Every 4 Years

MCC maintains a Systems Portfolio, participates in a Strategy Forum, and has a Systems Appraisal performed by peer reviewers

ACCREDITATION: Every 7 Years

Reaffirmation of accreditation as MCC demonstrates continuous improvement and fulfillment of NCA criteria



AQIP Systems Portfolio Structure

- 9 sections, one on each of the AQIP Categories
- 3 types of questions:
 - **Process**: What do we do? How do we do it?
 - **Results**: What are the outcomes of what we do? How do we know?
 - **Improvement**: Have we improved? How do we set targets/goals for improvement?
- 137 questions total

Systems Portfolio Timeline

PHASE I: [Sep/Oct/Nov] Evidence gathering, database population

PHASE II: [Dec/Jan/Feb] Writing, revision, building tables, graphs, etc.

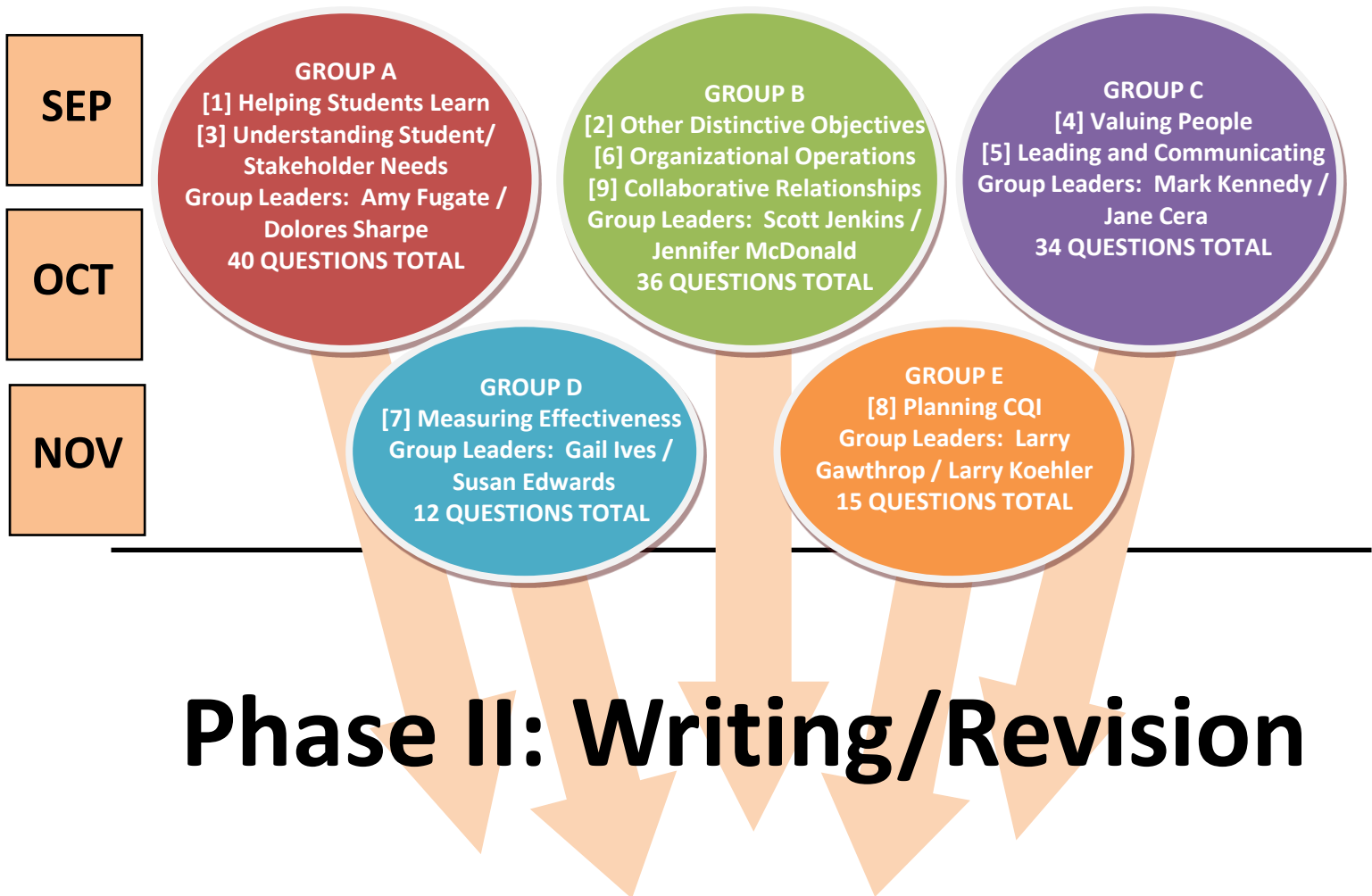
PHASE III: [Mar/Apr/May] Editing, revision, internal/external stakeholder review, print & online publishing

DEADLINE: June 1, 2009

Phase I: Evidence Gathering

- Five “champion groups” organized to kick-start evidence gathering and database population
- Each group has specific questions assigned to it; activities will vary from group to group depending upon the question and context
- A team of “Systems Portfolio Database Users” is meeting to update and maintain the database.

Phase I: "Champion Groups"



Systems Portfolio Database

Reports Menu : Form

MCC
MOTT COMMUNITY COLLEGE

AQIP
Strategic Planning Database

Reports Menu

Planning Reports

- Academic Affairs Objectives
- Academic Affairs Objectives by Strategic Direction
- Academic Affairs Objectives by Department
- Academic Affairs Goals and Objectives By Year

AQIP Reports

- AQIP Summary Descriptions
- Complete Goal/Objective Summary By Department
- Goal/Objective Summary Per MCCNum
- Annual Summary By Department with MCCNum
- Status Summary Report

DivisionObjectivesTable

MCC AQIP CENTRAL DATABASE ENTRY FORM

Find MCCAUTO Num: Cost Center: Date Entered: Use July 1 of the previous year

Department: VPDeptCode:

MCCD Objective Num: DIV Objective #: Year:

Strategic Direction: Academic Year:

Objective Statement:

Evidence Match: Work Sheet Detail:

MCCAUTO Num: Status Code:

Status Description:

Action Narrative:

MCCStateUpdateR:

Record: of 1

Record: of 284

- Systems Portfolio is a living document
- Relational database—always changing, always current
- Not a “3-Ring-Binder” type report
- Capable of generating reports on all AQIP Categories, Criteria, and MCC Strategic Objectives
- Runs in MS Access on any MCC Desktop