Meeting Record

NorthWest Arkansas Community College Quality Council

Thursday, March 15, 2012

Time: 1:30 p.m. – 2:30 p.m. Location: Burns Hall 1444

Team members participating: Lisa Anderson, Brooke Holt, Lynda Lloyd, Melodie Marcks, Patti Mocivnik, Pam Nash, Stacy Reagan, Shauna Sterling (Ex-Officio), Ricky Tompkins (Chair), Claudia Bacon-Tonihka (Ex-Officio), Eric Vest, Gerry Weatherford

Team members absent: Troy Cash, Shannon Demuth, Curtis Harrell, Greg Kiser, Tim McGinn, Ryan Moore, Jack Thompson

1. Meeting was called to order by Ricky Tompkins. He presented a copy of the recommendation from the Student Online Course Evaluation Action Project with the Council.

2. Ricky spoke to the Council regarding the nominations received for a new Co-Chair. He expressed his appreciation for all the nominations and advised that we will be moving forward with filling that position at the next meeting.

3. It was announced that Effectiveness will coordinate updates to the Working Copy of the Systems Portfolio Appraisal (SPA) once responsibilities have been assigned. We want to be sure to capture new processes during this activity.

4. The Council reviewed the SPA and added items and positions of responsibility to the Follow-up column of the document. Once compiled a new copy of the SPA will be sent to the Council.

Action Item: ALL will sent any additional updates to Claudia (by March 30th)
Action Item: Claudia will send out a revised copy of the SPA once updated.
Action Item: Effectiveness will draft a correspondence to the College Community regarding the SPA feedback efforts.

5. Shauna Sterling spoke to the Council about the next round of Action Project submissions.

a. April 1, 2012 will be the first call for proposals.
b. Announcements will run for 3 weeks.
c. QC will check the submission to ensure all meet the criteria. Then the proposals go to Cabinet to determine which projects will be declared with the Higher Learning Commission.
d. Declare projects will then be announced to the College Community.
e. Ricky stated that he'd like to see the QC encourage others to participate in this process.
f. Shauna also shared the Action Project Annual Update questions with the Council.

6. Meeting adjourned. Next meeting TBA