

### Opportunity for Input

Discover • Review • Analyze • Discuss

*M State cannot create an AQIP culture without **YOU!***

***YOU** make the difference each and every day in the  
lives of our students and our stakeholders.*

***It is time to find your role, your passion, your purpose  
and find YOU in AQIP.***

**CATEGORY ONE** - Helping Students Learn

**CATEGORY TWO** - Accomplishing Other Distinctive Objectives

**CATEGORY THREE** - Understanding Students' and Other Stakeholders' Needs

**CATEGORY FOUR** - Valuing People

**Detroit Lakes**

Monday, April 1, 2013

10:00am, 12:00pm, 2:00pm

Room C 103

**Fergus Falls**

Tuesday, April 2, 2013

11:00am & 1:00pm - Room C 331

3:00pm - Room S 402

**Moorhead**

Tuesday, March 26, 2013

10:00am, 12:00pm, 1:30pm

Room A 119

**Wadena**

Friday, March 22, 2013

10:00am, 12:00pm, 2:00pm

Room S6

**CATEGORY ONE**

**Helping Students Learn**

*Category One identifies the shared purpose of all higher education organizations:  
the teaching-learning processes within a formal instructional context.*

FINDING YOU IN THIS CATEGORY IS EASY IF YOU...

Teach

Assess student learning

Serve on Academic Affairs and Standards Council, Shared Governance,  
or the General Education Council

Participate in program review

Put courses in CARP

Review curriculum in CARP

Make comments in CARP

Serve on an Advisory Committee

Organize an Advisory Committee

Design new courses or programs

Survey graduates

### *Category One Continued...*

Use marketing to recruit students and help them determine a career path  
Participate in the SAP process  
Participate in diversity and inclusion activities or focus on diversity in the classroom  
Administer Accuplacer or discuss results with students  
Teach developmental education  
Market or advise students toward career options  
Admit students  
Recruit students  
Register students  
Check pre-requisites for students  
Help students select programs and majors  
Help students access resources in the library or learning center  
Advise  
Use D2L  
Use Academic Alert  
Work to retain students  
Participate in student life opportunities  
Facilitate the use of technology for any of these elements or processes  
Serve students with disabilities or veterans  
Lead Academic divisions or departments  
Prepare students for licensure  
Utilize professional development

### **CATEGORY TWO**

#### **Accomplishing Other Distinctive Objectives**

*Category Two addresses the processes that contribute to the achievement of the major objectives that complement student learning and fulfill other portions of our mission. At M State, we highlight our process for seeking and implementing externally funded grant opportunities as a distinction for community colleges.*

FINDING YOU IN THIS CATEGORY IS EASY IF YOU...

Support, teach, or participate in -  
The Arts  
Athletics  
The Business and Entrepreneurial Services division  
The Center for College Readiness  
The Custom Training Services Division  
The Campus Foundations  
The General Advisory Council

### **CATEGORY THREE**

#### **Understanding Students' and Other Stakeholders' Needs**

*Category Three examines how we work to understand student and other stakeholder needs.*

FINDING YOU IN THIS CATEGORY IS EASY IF YOU...

Use or develop replicated data queries  
Use, develop, or review graduate surveys or employer surveys  
Work in the solutions center  
Work to help students persist and complete  
Advise students  
Use the advising portal  
Participate in learning communities  
Collaborate with ABE  
Work in the learning center  
Serve English Language Learners  
Recruit students  
Support students  
Participate in campus activities or student life  
Work in student services  
Participate in college fairs, high school visits, program showcase events, or orientation events  
Use the electronic monitors  
Support athletics or fine arts  
Participate in program review  
Serve on the General Advisory Committee or advisory committees  
Work within your community to build relationships with key stakeholders  
Work to resolve student complaints  
Use data from student course evaluations or the advising portal to determine the satisfaction of our stakeholders  
Use feedback from the advisory committees to improve processes for students  
Distribute financial aid or work with students to determine how they will pay for college  
Work with students at any phase who want to enroll at M State  
Serve or advise students of color

## CATEGORY FOUR

### Valuing People

*Category Four explores our commitment to the development of faculty, staff and administrators since the efforts of all are required for student success.*

FINDING YOU IN THIS CATEGORY IS EASY IF YOU...

Participate in search committees  
Screen applicants for employment  
Recruit, hire, or retain employees  
Supervise employees  
Help new employees adjust to M State  
Participate in Shared Governance or Labor Management  
Participate in professional development  
Help prepare audit materials  
Help train new employees or current employees on new job responsibilities  
Participate in the evaluation process (self, third party, or supervisor)  
Recognize employees or colleagues  
Are nominated or receive awards for your work at M State  
Participate in the monthly forum  
Use the employee shout-out on the portal  
Take action or discuss health and safety at M State  
Use the tuition waiver for yourself or a family member

### AQIP Questions or Comments

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