

CAC COMMITTEES

Committee Name: CAC QUALITY COUNCIL (AQIP)
Sub-Committee Name: n/a
Operational Year: 2008/2009
Chair/Facilitator: Will make sure things progress in a timely manner and Policies and Procedures are followed.
Recorder: Will be selected by committee members or appointed by the Chair/Facilitator.
Last Update: 1/12/09
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Purpose

The council will coordinate and monitor quality initiatives, provide leadership and training in the development and implementation of quality initiatives and serve as a resource to the college for quality improvement. This will include serving on quality initiative teams as a quality liaison and coordinating college initiatives with accreditation activities (Action Projects, Systems Portfolio, Systems Appraisal, Strategy Forum, Check Up Visit and Reaffirmation.)

Members

Recommended by employee constituent groups and appointed by the College President.

Process Owner

Vice President of Institutional Effectiveness
& Advancement

Chair/Facilitator

Sylvia Gibson

Support

Santos Apodaca
Jill Coleman
Debra Galvan
Yolanda Talamantez

Managerial & Technical

Nancy Deegan
Lisa Koehring
Barbara Meyers
Estella Weir

Faculty

Claudine DeCarolis
Christopher Demaline
Karen Geldmacher
Janice Pratt

Administration

Terri Ackland
Doris Helmich
John Irvine

Students

Process

The committee chair/facilitator is responsible for calling a meeting and establishing a meeting schedule with input from the committee members; preparing an agenda in advance of the meeting and distributing any supporting materials; and providing meeting minutes with distribution to committee members, College President, Process Owner and placed on the district shared drive.

Committee decisions resulting in a recommended course of action must be substantiated by a clearly written rationale along with supporting documentation for the recommendation. The committee chair/facilitator will submit the recommended action to the College President for a final review. The President will inform the committee chair/facilitator of his/her decision in writing within three weeks. If the recommendation is not accepted or is modified, the President will provide a clearly written rationale. Copies of the President's decision will also be shared with the officers of the employee groups.