The AQIP reaccreditation program is the process by which Black Hawk College maintains its accreditation with the Higher Learning Commission (HLC). It is structured around quality improvement principles and processes. Participation in AQIP involves the following structured goal-setting, networking, and accountability activities:

- **Strategy Forum** (Completed February 2010) – This workshop provides an institution with a supportive, facilitated peer review process that will stimulate and assist it in selecting, critically examining, and committing to Action Projects that will drive quality improvement.

- **Action Projects** – These projects create a foundation for an institution's improvement initiatives and demonstrate the vitality of its commitment to quality. AQIP institutions commit to three projects that will move it closer to being the institution it wants to be. At least one Action Project must relate directly to helping students learn.

- **Action Project Progress Reports** – These annual progress reports, submitted to the HLC each September, include: 1) progress made, based on timelines, goals and measures; 2) problems and challenges encountered; and 3) outstanding successes and discoveries made.

- **Systems Portfolio** – (Due 33/01/2034) This document presents an overview of Black Hawk College explains the major systems used to accomplish our mission. AQIP institutions assemble a Systems Portfolio every four years and answer questions under nine AQIP characteristics. The Portfolio describes the processes, results, and improvement in each system, and shows evidence that the institution continues to meet The Higher Learning Commission's five Criteria for Accreditation.

- **Systems Appraisal** – (2014-2015) A team of AQIP reviewers read and produce an Appraisal Feedback Report that assesses the maturity and identifies strengths and opportunities for improvement within each of the AQIP Systems Portfolio's nine characteristics. This is an opportunity for an institution to get expert, objective, third-party feedback on its strengths and opportunities for improvement. In turn, institutions gain insight in determining the next targets for advancing quality in the institution through Action Projects and other plans.

- **Quality Check-up** – (2235) A team of two or more evaluators conduct a two or more day visit to:
  a. affirm the accuracy of the institution's Systems Portfolio;
  b. review Action Projects and strategies identified to capitalize on the strengths and opportunities for improvement;
  c. assure continuing quality improvement commitment; and
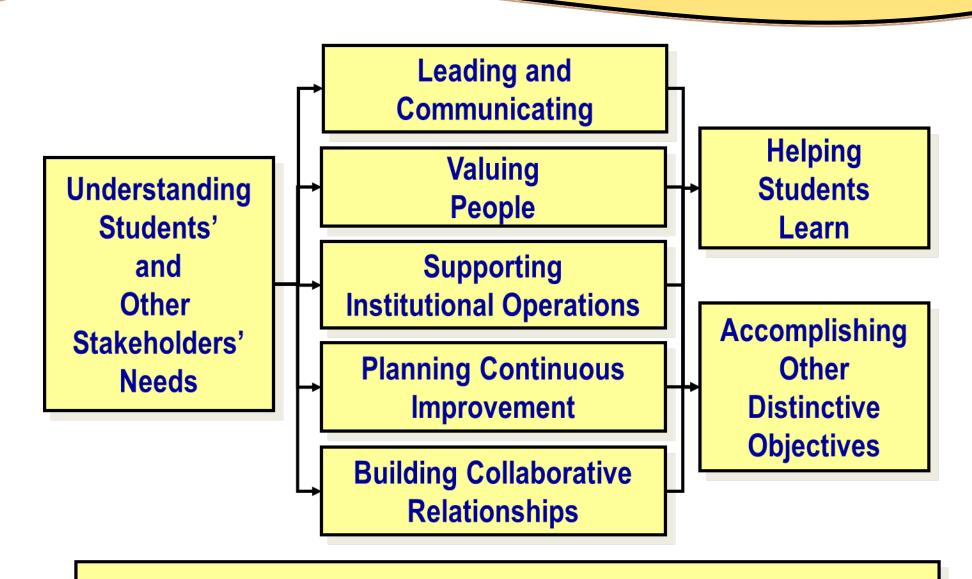 d. confirm the institution's compliance with accreditation expectations.

Month	Activity
Nov 2011	PC approves Systems Portfolio Development Approach—College Wide Committees
Nov/Dec 2011	Identify and train Co-Chairs and Steering Committee (Both Faculty and Staff) Present to Senate/Labor Management (Malcolm/Campbell) Accepting Co-Chair Recommendations Cabinet makes final Co-Chair Assignments Assign Lincoln trained/AQIP trained Faculty and Staff to each Committee
Jan 2012	Co-Chairs present at Assembly Day Jan 10, 2012 Faculty AQIP Committee volunteer opportunity during Assembly Day Staff AQIP Committee volunteer opportunity during January
Feb 2012	Committee Training First Steering Committee meeting
March 2012	Committee work Steering Committee meeting HLC Annual Meeting March 30-April 4th-Chicago, Facilitate as many Co-chairs as possible
April 2012	Committee work Attendance at HLC
May 2012	Committee work Steering Committee meeting Lincoln Examiner Training (optional)
June 2012	Committee work Steering Committee meeting
July 2012	Committee work Steering Committee meeting
Aug 2012	Committee work Steering Committee meeting
Sept 2012	Committee work Steering Committee meeting
Oct 2012	Committee work Steering Committee meeting
Nov 2012	Final Committee Content due Steering Committee meeting
Dec 2012	Cabinet Review of Systems Portfolio Steering Committee meeting
Jan 2013	Review & Feedback by College community
Feb 2013	Changes/Modifications completed by Committees Steering Committee meeting
March 2013	Systems Portfolio to editor and word processing
April 2013	Portfolio to printer

May 2013	Systems Portfolio due to AQIP

Black Hawk College

Understanding Students' and Other Stakeholders' Needs

Leading and Communicating

Valuing People

Supporting Institutional Operations

Planning Continuous Improvement

Building Collaborative Relationships

Helping Students Learn

Accomplishing Other Distinctive Objectives

Measuring Effectiveness