1: **Project Goal**

A: The goal of this action project is to examine the current committee structure and procedures and recommend any changes to better meet the needs of the institution.

2: **Reasons For Project**

A: The institution has new leadership in the president's and provost's offices, new AQIP leadership, new assessment leadership, renewed energy and cooperation between the University and the Community College boards, and is currently developing their strategic plan. The new leadership recognizes the need to review the governance committees to make the institution more effective and to raise the awareness of continuous improvement at every level.

3: **Organizational Areas Affected**

A: All areas of the institution will be affected and the stakeholders will be students, staff, faculty, and administration.

4: **Key Organizational Process(es)**

A: The key process this action project will improve is institutional governance at the committee level. Committees at the institution recommend policies and procedures for the effective and efficient operation of the University in all areas not contractually assigned to other agencies or groups.

5: **Project Time Frame Rationale**

A: The brief time period coincides with the institution's strategic planning initiative scheduled to conclude in March 2011.

6: **Project Success Monitoring**

A: This project will move rapidly. It will require constant communication with all stakeholders. Team leaders and stakeholders will use the newly designed intranet (developed through another ongoing action project – TIA: Transparent Information Accountability) to communicate. The new site is up and active.

7: **Project Outcome Measures**

A: The Action Project will be deemed a success if it results in a committee system that functions more efficiently and effectively than the current system. The Action Project team will develop the assessment for this project. As any committee system will have to address all aspects of the institution, it will be aligned with the Board of Trustees committee structure and the 9 AQIP categories. The Action Project team will address how best to craft this alignment.
After the Action Project task force completes their work they will recommend to the AQIP Steering Team any proposed changes and, after consideration, the Steering Team will determine the best course of implementation.