****

**Accreditation and Institutional Quality (AIQ) Committee**

Sept 12, 2017

3:30 to 5:00 in Levinson 40

**Minutes**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| 1. | Committee Members  Bill Moseley, Jessica Wojtysiak, Todd Coston, Keri Kennedy, Jennifer Rachel, Jonathan Schultz, Sondra Keckley, Talita Pruett, Janet Fulks, Dianthe Hoffman, Kimberly Nickell, Grace Commiso, Jason Stratton, Liz Rozell, Dena Rhoades, Jose Lopez, James Tompkins  ***Present: Jessica W., Janet F., Todd C., Sondra K., Grace C., Jonathan S., Keri K., Talita P., Jason S., Kimberly N., Bill M., Jennifer R.*** |  |
| 2. | Review Calendar & Set Notetakers | 5 minutes |
| 3. | Approval of Minutes – Aug 29th  ***Kim N. had some minor revisions to the minutes.***  ***Approved by the committee.*** | 5 minutes |
| 4. | Assessment Report  ***Bill M. reported on Assessment:***   * ***Work on eLumen is progressing. Once courses and programs are in, then the working group can begin the mapping process of SLOs to PLOs to ILOs.*** * ***BC received an IEPI PRT visit, which will target the development of systems around the integration of Canvas and eLumen. This will facilitate the Assessment process, allowing faculty to focus on teaching and the improvement of outcomes through reflection on the results.*** | 5 minutes |
| 5. | Program Review Report  ***Kim N. reported on program review:***   * ***Some program reviews are already in.*** * ***In the next week, the PRC will be doing norming with new members to ensure accurate and consistent scoring.*** | 5 minutes |
| 6. | Accreditation & ISER Report  -Sept. 26 Forum  ***Jason S. reported on the ISER Report:***   * ***The group has scheduled four focus group sessions, one per standard.*** * ***Each group will be headed up by a major campus committee, starting with the AIQ meeting.*** * ***Each session will be streamed so that Delano can participate.*** * ***CCCConfer will be investigated for captioning services.*** * ***They are attempting to connect each meeting with a committee that is appropriate to the subject matter of the standard.*** * ***Committees will be doing the coordinating of the meeting and assist in the development of the session.*** * ***Accreditation communication team is doing presentations to committees to assist in the overall communication strategy.*** * ***Talita P. is working to coordinate these sessions.*** * ***The group began discussions around the specifics of the first forum / focus group, which takes place in 2 weeks in the forums.*** | 30 minutes |
| 7. | Strategic Directions Report  -Data Analysis  -Set Deadline  ***Todd C. presented on strategic directions:***   * ***Group has met once. New people on committee, so mostly focused on orientation.*** * ***Committee is filtering through initiatives to determine some starting points for this round of S.D.*** * ***The starting point initiatives are designed to aid committees in shaping their own ideas.*** * ***Todd is working on a timeline for S.D., targeting April or even March for completion.*** * ***Some discussion took place, with the goal of re-examining the “perpetually in progress” state.*** * ***There is nobody on the committee from I.E., so Todd is pursuing this with the I.E. office.*** * ***The committee will keep I.E. involved as much as possible through reporting and communication.*** * ***Jessica W. asked about specific deadlines for committees for fall reports. – Todd explained the delineation between the results of the reports and the guidance for the upcoming round. (last year was Nov. 10, but changed to the 17th)*** * ***Possible plans for reporting the results of strategic directions for the next round were discussed, considering both future needs and continuity with past rounds.*** * ***Deadline of November 9 was discussed for 2017 deadline.*** * ***Group discussed the merits of making visits to the various committees to discuss S.D. - -It was decided that for the most part, AIQ members had seats on most committees, and could represent the S.D. work to each committee.*** * ***Further discussion will take place at the next AIQ meeting.*** * ***AIQ will sponsor a strategic directions workshop after college council on Oct. 20.*** | 15 minutes |
| 8. | BC-KCCD Climate Survey  ***Jessica W and Sondra discussed the survey:***  ***Minor changes suggested, but no major changes.***  ***Committee decided to move forward with sending the survey out.***  ***Jason and Liz will send out the survey.*** | 15 minutes |
| 9. | Wrap Up | 5 minutes |