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

October 23, 2018

3:30pm to 5:00pm in Bakersfield SW Campus

**Attendees:** Jessica Wojtysiak, Todd Coston, Kim Nickell, Maria Wright, Talita Pruett, Sondra Keckley, Diana Cason, Paul Coffman

**Notes taken by:**  Talita Pruett

Agenda

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| 1. | Approval of Minutes (10/9)Sondra moved to approve minutes, Todd seconded. Unanimous approval of meeting minutes for 10/9.  | 5 minutes |
| 2. | Chairs Report: Jessica**ISS Update*** AIQ now initiates the process to address Institutional Set Standards not met (refer to meeting supporting document *“Institution-Set Standards History and Process at Bakersfield College”*). Jessica will meet with Dean Waller and put together a preliminary report for Math and present the report to the Vice President of Instruction, Liz Rozell. Jessica will bring the report back to AIQ and for Academic Senate for feedback and then present it on College Council on 11/16.
* Previously OIE would go to Data coaches and then AEC and Salt, solicit feedback.
* Maria discussed what has been done for English, where students with lower GPA who enrolled in transfer level English were also enrolled in an ACDV course with no units.

 **BC-KCCD Accreditation Survey*** The response rate is lower than last year, 138 responses as of 10/23/2018. The survey will be closing at the end of this week or the beginning of next week depending on whether the respondents number is below 150.
* The report may be ready for the next AIQ meeting.
* Average respondent takes four minutes to complete the survey
* Todd suggested that perhaps for the next survey cycle, AIQ change the question about the individual committees a person is a member of, to a more general question such as: “Are you a member of any of the campus-wide committees?”
 | 10 minutes |
| 3. | Accreditation Report: Jessica* VP has asked AIQ to keep accreditation on people’s minds, specifically, to consider the challenges gathering evidence and how to improve the process for next time.
* Todd expressed that although evidence was readily available, there were still seventy evidence requests by the visiting team Todd suggested that we look into the evidence requests made by the visiting team so that we are addressing and collecting that data for the next accreditation cycle.
* AIQ needs to enforce that committee websites are being updated; historical documents are posted in pages that are easily identifiable; and institutional documents are updated.
 | 15 minutes |
| 4. | Program Review Report – Kim* PRC is currently in the process of reviewing the Program Reviews received. PRC members have been assigned to read, review and provide feedback.
* Sondra suggested that the Program Review report will have a date on the top of the document, to make it easier to be used as evidence for accreditation.
* Todd suggested that Program Review would go back to assessing Professional Development after a flex session.Kim said she will bring this suggestion back to PRC and reach out to Professional Development so that together they can address the issue.
 | 5 minutes |
| 5. | Strategic Directions Report – Todd* As of July 1st, we are on the new SD cycle. Even though we just started the new cycle responsible leads will have to report out at the beginning of December.
* Todd sent out the responsible leads an excel spreadsheet and asked them to report on the status of their strategic directions.
* For the first report to College Council Todd will share the percentage of reports received and completed.
* AIQ is responsible for SD 4.6 and 4.7 (two surveys,) co-chairs are responsible for reporting out.
* At the final SD report, evidence of completion needs to be provided.
 | 5 minutes |
| 7. | M.M. 4.0 & Support Services-MariaMaria explained that she is working with the RP group to evaluate the impact of the programs they are using to support students with lower GPA at transfer level English. They will also conduct focus groups to find out how students perceive the support course. Maria will have quantitative and qualitative data to analyze the results, she will have an update for next AIQ meeting. |  |
|  | Meeting adjourned |  |