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

December 10, 2019

3:00 to 4:00 in LIB 215

Agenda

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| 1. | Members  Craig Hayward, Grace Commiso, Jessica Wojtysiak, Todd Coston, Sondra Keckley, Kimberly Nickell, Jonathan Brown, Talita Pruett, Jason Stratton, Dena Rhoades, Brent Wilson, Madison Sanchez, Ernie Quintero, Laura Miller, Kim Arbolante & Isabel Castaneda  In attendance  Craig Hayward, Grace Commiso, Jessica Wojtysiak, Todd Coston, Sondra Keckley, Kimberly Nickell, Jonathan Brown, Laura Miller, Kim Arbolante |  |
| 2. | Approval of Minutes | 5 minutes |
| 3. | Chairs Reports:  Program Review Committee: Kimberly Nickell - just finished fall program reviews and next meeting will be February 4th;  Strategic Directions Todd Coston- Received 100% responses from all departments- most interested in the end of the school year scores. Educational Master Plan is gearing up to start again- it’s on a 3year cycle.  In the Spring, Craig would like AIQ to review all these institutional plans to be sure they are working in synergy. These “plans” include: Strategic & Integrated planning, Strong Workforce and Educational plan with the possibility of including Technology and Program Review ideally they should all follow the educational master plan.  Craig: Our AIQ charge was first read at College Counsel. | 15 minutes |
| 4. | Climate Survey: Employees are concerned about anonymity of survey. Kim Arbolante sent out a survey reminder to the classified employees including information that managers are to be giving them time to complete.  Craig: still having issues with employees getting “timed-out” of the survey. He has been helping those employees on an individual basis.  BC Services, Accreditation, and Institutional Quality Survey  Craig: Showed members the proposed update to the question layout.  Discussion started on possible subgroups for some categories: Maintenance and Operations, Food Service, and Marketing  M&O: custodial and repair subgroup  Food Service: Catering and Renegade Room  Marketing: Web/Graphic Design/Public Relations  Security: Safety and Parking will be together  Technology support: remove the labs, LAN, WIFI.  Craig will make the changes on the survey and will email update to the members for their review. Continue discussion at next meeting. | 35 minutes |
| 5. | Good of the Order / Adjourn 3:55 pm | 5 minutes |