****

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

November 3, 2020

3:00 to 4:00 Zoom

Notes

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  | AIQ Members: **Grace Commiso, Jessica Wojtysiak, Todd Coston, Sondra Keckley, Kimberly Nickell,** Jonathan Brown, **Talita Pruett, Jason Stratton, Brent Wilson**, **Laura Miller**, **Kim Arbolante**, **Patsy Garcia, Lindsay Ono**, Gilbert Alvarado, **Sheila Fuller**, Regina Rivera, **Jennifer Achan** |  |
|  | Approval of Minutes: Motion Brent, Second Sondra  Notes were moved forward as no errors were found | 5 minutes |
|  | Chair Report: Grace & Jessica  Starfish: Grace is working on the catalog. Just wrapped up a survey. Registration begins this week. Meeting coming up about text messaging through Starfish. This Wednesday, an opt-in message will go out to students, and next Monday, a message about priority registration will go out to students.  College Council Update  A few are working with Sonya on a series of panels with ACCJC commissioners. Included is a book about data, and the author as well as other influential people in that arena will be on the panel. | 10 minutes |
|  | Assessment Report: Brent  The committee is busy getting courses and programs are getting to curriculum. Working on moving quickly to meet fall deadlines in curriculum.  In the process of providing feedback on the assessment piece from program review. Norming feedback this Friday. Working to get feedback into eLumen.  The committee will be working on the 2020-21 update to the assessment plans. A clear and transparent process is the goal.  The assessment committee has put in a request with OIE about a dashboard detailing how assessments are being done. This should start discussions about how many SLOs are being assessed during an academic year, then filters can take a deeper look at how courses are being assessed to make sure courses are not falling through the cracks. This can be done college wide to find when faculty prefer to do their assessments. Good to create dialog in departments with faculty and administration. The Tableau dashboard would be accessible to any member, but it will need to be filtered to the course which will not include the section or instructor. | 5 minutes |
|  | Program Review Report: Kim  The committee members are reading and providing feedback now. Kristin is busy breaking out the resource requests to get them to the correct committees for decision making by appropriate committees. | 5 minutes |
|  | Strategic Directions Report: Todd  The committee facilitating the development of the next 3 year Strategic plan has already started to meet. The charge of the committee is to have the next version of the Strategic Plan ready by the end of this academic year. The committee will be soliciting input and feedback from other committees and campus constituents as part of the process to develop initiatives. | 5 minutes |
|  | Institution-Set Standards  The committee facilitating the development of the next 3 year Strategic plan has already started to meet. The charge of the committee is to have the next version of the Strategic Plan ready by the end of this academic year. The committee will be soliciting input and feedback from other committees and campus constituents as part of the process to develop initiatives  Voting Item:  Financial Aid ISS Recommendation  The following recommendation will be discussed to finalize in order to move forward: On the website, 2 options: total of students applying for FAFSA and another for students applying for Dreamers. Data has been collected over 5 years and the standard is the floor and not the ceiling for the ISS. Aspirational, continual improvement, is what we shoot for. The excel spreadsheet Jessica presented discussed students who are eligible for financial aid and which one they have applied for. The aspirational goals are lofty. Are we going to look at FAFSA and Dreamers separately or together? Jessica opened up for discussion for the group. Shift in demographics could affect what we see in terms of the number of students applying, and if we look at it separately, we may not see this shift? Should we look at what we are measuring and who qualifies? We need to know who qualify, but out of the percentage of those who qualify, what percentage are actually completing their forms? Only 42% of those who qualify actually completed it. There seems to be a lot of reasons for this. Amended: Grace ran the numbers correctly in Starfish and we are right on target at approximately 80% FAFSA/DREAM application completion this academic year.  Jennifer Achan came into the meeting to help clear up some of the committees questions. Jennifer suggested that we look at the two together. We don’t need to know how many qualify, we just need them to apply.  Why are students not applying? Jennifer explained about the myths of financial aid, which include that parents make too much money or the application process is too hard. 20 min. can get them $6000.00. Verification process, however, can be a little cumbersome. Financial aid also have the number of students who start the financial aid process but don’t finish it. Dreamers should also know that there information doesn’t get sent to the federal government.  The consensus is that we look at the combine Financial Aid ISS information: FAFSA and Dreamers together, thus increasing the standard by 5%.  A vote was taken to take this information to College Council and Academic Senate. The motion passed unanimously. Jessica will get this on the agendas CC and AS.  The 42% of completed financial aid form mentioned earlier is a low estimate. It needs to be reevaluated. This was reevaluated: a recalculation in Starfish shows we are right on target at approximately 80% FAFSA/DREAM application completion this academic year.  Student Learning ISS | 30 minutes |
|  | Wrap Up  Todd Coston mentioned instead of taking a yes vote, ask for no and abstentions instead. Discussion about how this may or may not work ensued, and because AIQ is not under the Brown Act, feedback to the co-chairs is encouraged on how we need to codify this.  Feedback to Mari on the Tableau dashboard from last meeting is encouraged.  Brent notices that the yellow may be an accessibility issue? Jason mentioned the ADA compliance features to check for accessibility. |  |