**AIQ Membership:**

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| **Role** | **Member** | | **Attendance** |
| **Co-Chairs** | Grace Commiso (Faculty Chair) | | X |
| Ximena Ortega (Classified Chair) | | X |
| Jessica Wojtysiak (Admin Chair) | | X |
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| **Admin Rep** | Kim Arbolante | | X |
| Leo Ocampo | | X |
| Sooyeon Kim | | X |
| Kristin Rabe | | - |
| Kalina Hill | | X |
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| **Classified Rep** | Maria Arias | | X |
| Robert Dean | | - |
| Tanisha Gonzalez | | - |
| Ali Nikmanesh | | - |
| Rima Bhakta | | X |
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| **Strategic Directions Co-Chair, or Designee** | Sooyeon Kim | | X |
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| **Faculty Rep** | Ricardo Garza | *Assessment Committee* | X |
| Kimberly Nickell | *Program Review* | X |
| Sondra Keckley | *Library* | X |
| Grace Commiso | *Counselor* | X |
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| Laura Boots-Haupt | *Agriculture, Nutrition & Culinary Arts* | X |
| Laura Miller | *Agriculture, Nutrition & Culinary Arts* | X |
| Talita Pruett | *Arts, Humanities & Communication* | X |
| Ricardo Garza | *STEM* | X |
| John Hart | *Arts, Humanities & Communication* | X |
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| **Student Reps** | Kalfani Mackey | SGA, President | - |
|  | SGA, Rep |  |
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| **Members At-Large** | Lysander Ramos | OIE | X |
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**Agenda**

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| Minutes Review | | | 5 minutes |
| Meeting begins: 03:03 pm   1. AIQ Unapproved Minutes – April 29, 2025   Kim A. 1st; Sondra K. 2nd  John Hart and Kalina Hill abstain   1. Notes/Snack Schedule – Grace | | |  |
| Chair’s Report: Accreditation Update | | | 10 minutes |
| 1. ACCJC Peer Review Open Forums  * Next week, site visits for Core Inquiry #1 on RSI and Core Inquiry #2 for data-driven decision making. * Please prioritize Tuesday's ACCJC peer review open forum on the 16th at 4 p.m. The executive team will not be there. This is an opportunity for the campus community to speak freely with the team.  1. Notes and Snacks Schedule  * Back by popular demand. When you sign up, you are both the note taker and responsible for bringing the snacks. The list was circulated, and all meeting dates were covered. | | |  |
| Committee Reports: | | | 15 minutes |
| 1. Program Review Report (Nickell)  * Next meeting on Oct 2nd will review the charge and make updates * Working to align program goals with the strategic plan * Oct 14th resource deadline, this has been extended – Kim will send an email with details on the changes and deadlines * Tableau SLO and ILO data are annually updated. Requested of OIE to see if it would be possible to update that data before the program review deadline. In the interim, Kim N. recommended pulling it directly from eLumen. | | |  |
| 1. Assessment Report (Garza)  * eLumen merged with coursedog, but we are transitioning from eLumen to insights within Canvas. * Curriculum and the catalog will be transitioned in Spring 2026 to coursedog. * eLumen is sunsetting by the end of the year 2026. Training for ILO and SLO data has begun everything else will continue as we have it in eLumen. * A pilot with MATH, KINS, and BIOL on the new insights in place of eLumen will begin this Fall 2025.  1. Strategic Directions (Kim/Nickell) | | |  |
| * We have transitioned from strategic directions to a strategic plan, we will talk about updating the language in our charge. * 2025 is under the planning section of the website. They have integrated the language of strategic planning into program review. They will be holding workshops for scoring the objectives and strategies. * Lead scorers will be contacted. Accountability is built into the plan. * March 2026 will be the first report by lead scorers. The planning team will then report to College Council. 0-100 score range with existing score icons of “not started, in-progress, and complete” | | |  |
| New Business: | | | 60 minutes |
| 1. Charge Review (Ortega)  * Change strategic directions to strategic plan * Recommendation to lower the SGA rep to 1 to lighten the load on SGA, as they are sitting on so many committees. However, nothing will change or be voted on till a discussion happens with SGA. The SGA rep was not present today.  1. Distance Ed Task Force (Nickell)  * A writing group out of the DE task force was convened over the summer to create the documents shared (handbook and checklist). * These materials are comprehensive and inclusive of ACCJC guidelines, among other useful sources such as WCAG and Title 4 requirements for federal funding. * OPI checklist – if you use the checklist you will hit the mark for RSI. * Additional training will be developed moving forward; this was just the first step in the process. * Once these documents go through the Senate and the College Council, printed copies will be available.  1. RSI (Commiso/Wojtysiak)  * The Office of Instruction and the Senate are working to share where we are with RSI. * Although this is a new standard in the accreditation process, it is not a new expectation within the classroom. * AIQ to work on a pilot process for how to evaluate canvas shells. Development of institutional checks and balances to ensure institutional quality. * The goal is by the end of the semester to have a process, possibly even begin the pilot with a subsample this term to launch fully in the Spring. * At PC and CC they already do this and have passed their initial checks of RSI. They both have an administrator check each shell. * RSI Training: more discussions to come. BC is hiring a professional expert from the CSU system statewide to build and run the training. The handbook was the first step. To come still, an assessment component to ensure RSI is happening. * Once a process is developed, the next step is determining who will do it. * Ground rules: In reviewing active classes, Leo and Jessica, the educational administrators serving on AIQ will step out of the room. This is not meant to be punitive, and we are not blaming the faculty. This is a culture issue we have not focused on. * Preemptive measures already taken:   + Reducing online class sizes from 65 to 45 students. We are all in this together.   + Onboarding pronto as a tool within Canvas so that we can track RSI. Reports can be pulled. It functions much like Discord does, but we can track it and use it as RSI.   + Hiring a PE to develop training for RSI * Suggestion/Questions:   + Ask Dan to come in and talk about the features of Canvas that can and cannot be seen when reviewing for RSI, such as the Canvas inbox.   + Does Writing Center embedded support count for RSI?   + Grace to invite Matt. Andrasian-Jones to present his findings from checking the sample provided to ACCJC.   + Volunteers to work with Grace on starting the draft process for checks and balances: Kim A., Kalina, and Laura M. to meet with Grace.  1. New Dashboard Review – Addition to the Agenda   Kim N. 1st; Kalina 2nd – item was added to the agenda via unanimous vote   * Phase one is to combine the ISS dashboard with other metrics so that we can disaggregate the data. * The ask is for AIQ members to review and provide feedback. * OIE will send AIQ the link to review. Other dashboards with the same info, such as GP-MP or Persistence, will continue and reflect the same information. | | |  |
| Unfinished Business: | | | 0 minutes |
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| Meeting adjourned: 04:23 pm  Next Meeting: 9/23/25 | | | |
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| Review of Mission:  Mission Statement | Date: | Review of Core Values:  Learning  Integrity  Wellness  Diversity  Community  Sustainability | Date: |