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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. | MembersCraig 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 CastanedaIn attendanceCraig 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 SurveyCraig: 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 subgroupFood Service: Catering and Renegade RoomMarketing: Web/Graphic Design/Public RelationsSecurity: Safety and Parking will be togetherTechnology 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 |