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

September 24, 2019

3:00 to 4:00 in Library 215

Minutes taken by Talita Pruett

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| 1. | Attendees  Craig Hayward, Jessica Wojtysiak, Todd Coston, Sondra Keckley, Kimberly Nickell, Grace Commiso, Jonathan Brown, Talita Pruett, Jason Stratton, Brent Wilson, Laura Miller. |  |
| 2. | Approval of Minutes: September 10th, 2019  Approval of minutes: minutes unanimously approved without corrections. | 5 minutes |
| 3. | Chairs Report   * Grace: This is the last year of the cycle of the current Educational Master Plan. Currently planning for the next three years. No drafts yet. * Craig: CCSSE Spring2020. CCSSE surveys students, there is a companion survey for faculty, CCFSE. Craig shared a document of “2019 Frequency Distributions of CCFSE and CCSSE”. Craig asked committee members if there were any concerns or thoughts on the value of the survey. Jessica discussed the value of it as an instrument to compare BC with other colleges and four-year institutions, specially, for the Baccalaureate program. Jonathan expressed that it is important to capturing the disconnect between faculty & students’ perceptions. Craig discussed the importance of disseminating information, making it accessible, perhaps on Tableau, etc. Jason suggested that it would be helpful to be able to disaggregate data. * Craig: District is working on a Climate Survey. | 10 minutes |
| 4. | Assessment Report   * Brent: Last Spring Assessment Committee sent out a survey about faculty experience using Elumen for assessment. Assessment committee is now working on a report of results. | 5 minutes |
| 5. | Program Review Report  Kim: Program Review has offered two workshops, this is the last week to finish Program Review Reports (9/30/19 last day to submit Program Review). | 5 minutes |
| 6. | Strategic Directions Report  Todd: Emails were sent out to leads requesting an update on the status of their SD items and plans to complete them if they are not marked as complete. The email is a reminder to keep leads on track to submit the final score at the end of Spring 2020. | 5 minutes |
| 7. | Review of AIQ Charge  Jessica expressed the need to clarify which members are voting and non-voting members in AIQ committee charge/membership.  Proposed changes: change the term “liaison” to “designee”.  Change roles for Talita Pruett to “Arts & Humanities Pathway”, and for Jason Stratton to “Social & Behavioral Sciences Pathway”. Change the charter to “SGA representative” instead of “student”. Clarify in the charter if committee has 6 or 7 faculty members. | 30 minutes |
| 8. | District Climate Survey  Refer to Chair Report. | 20 minutes |
| 9. | CCFSSE & CCSSE  Refer to Chair Report. | 5 minutes |
| 10. | Good of the Order / Adjourn 4:08 | 5 minutes |