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| **Accreditation & Institutional Quality Committee (AIQ)**  <https://committees.kccd.edu/bc/committee/accreditation>  Tuesday, 3:30-5:00, September 27, 2016 | | |
| 1 | Kate Pluta, Mark Staller, Liz Rozell, Todd Coston, Janet Fulks, Di Hoffman, Kimberly Nickell, Sondra Keckley, Grace Commiso, Odella Johnson, Jennifer Jett, Shannon Musser, Dena Rhoades, Laura Lorigo, Keri Kennedy  ***Absent: Liz Rozell, Di Hoffman, Jennifer Jett***  ***Laura Lorigo arrived at 4:15*** | 5 min |
| 2 | Today’s Note Taker? ***Sondra Keckley***  Approval of notes for September 13 –***Motion to approve=Janet Fulks, 2nd=Todd Coston, passed unanimously*** | |
| 3 | Review recommended changes to the charge and draft Academic Senate change form  ***Mark provided AIQ Committee Charge Update/Change Proposal; hope to make example of this as the formal process, need to make sure all dates of adjustments listed on bottom***  ***Motion to approve=Todd Coston, 2nd= Kim Nickell, vote passed unanimously*** | 5 min |
| 4 | Examine evaluations of Strategic Directions and Initiatives Spring 2016 reports and make process adjustments as needed  ***Look at May 10 meeting resources for SD process feedback document***  ***Kate says #4 jumps out—stay focused; need groups to be able to work together or puzzle- piece parts together—set up a day to work together in fall***  ***Janet points out comment about amazing programs not getting credit in Strategic Directions***  ***Mark-look at questions 1 & 3 the most; send out email letting know we looked at feedback, and here are some reminders based on feedback (Janet suggests keep simple-the following 4 things, etc)***  ***Look at committees’ schedules to see when AIQ can visit meetings to review SD’s and talk about collecting evidence, give summary of feedback; Kate suggests creating folder with everything we want to share (no paper) that we can show committees by example of how we collect evidence***  ***Due dates (found in Aug 30 minutes) for SD reports=Nov 10 and Apr 3*** | 15 min |
| 5 | Review of Previous Accreditation Process  ***Look at link to Accreditation Mid-term 2015 (internal), external=https://www.bakersfieldcollege.edu/accreditation***  ***Looked at resources for standards, resources on internal site, Team Tables, Team Guide & FAQ in top left menu, Standards page*** | 15 min |
| 6 | Accreditation Planning: Self Evaluation process and calendar  ***Todd brings up new SharePoint; How much of the older info will be transferred over? May have evidence stored elsewhere (committee pages, etc), so start on new SharePoint? Issue of going back and forth between new and old SharePoints if start on old?***  ***Looked at draft of self-evaluation calendar; AIQ can be Steering Committee for accreditation process***  ***Need to decide whether to make recommendations for faculty and admin co-chairs. Need selected before January boot camp. Sonya wants to wait until after bond election--November 15—to work on accreditation. Need to work on plan for process of selecting faculty co-chair (release time, etc). Keep Senate updated on drafts of plans as updated. Share draft of self-evaluation calendar at next Senate meeting.*** | 15 min |
| 7 | BC Services Survey results  *The following people will evaluate the questions assigned to them for personal identifiable information: Shannon #1-3, Sondra #4-6, Grace #7-9, Keri #10-12, Todd #13-15, Kim #16-18, Kate #19-21. Janet will review the survey numbers for accuracy. Please bring back your comments on your questions to our next meeting.*  Planning for District Services Survey for fall 2016  ***Looked at PP, Summary, and Questions; Janet updated PowerPoint to have BC look; went through questions to point out any further scrubbing of identifying info—need to change line on summary from “removed names” to “any identifiable information”***  ***Shannon-Question 2, comment 26—recommends to delete—group says yes to delete***  ***Sondra—Question 4, comments 1 (take out first sentence) & 20 (remove last sentence), Question 5, comment 6 (delete comment), Question 6, comment 1 (remove last sentence)***  ***Grace—no changes needed***  ***Keri—no changes needed***  ***Todd—Question 13, comment 5 (remove last 2 sentences), comment 9 (removed), comment 16 (last part removed), Questions 14 & 15 no changes needed***  ***Kim—Question 16, comment 19 (delete comment)***  ***Kate—no changes needed***  ***Keri—Question 20, comment 6 (remove because not relevant to question)***  ***Question 22—no changes needed***  ***Question 23—comment 11 (remove middle sentences), comment 18 (remove last sentence)***  ***Question 24—no changes needed***  ***Question 25—comment 1 (remove first sentence, and 2 other sentences saying Delano tech person)***  ***Question 26—comments 18 & 19 (removed both)*** | 20 min |
| 8 | Pathways survey report—Janet Fulks  ***Moved to next meeting***  ***Adjourned at 5:16*** | 10 min |

krp, September 21, 2016