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

September 25, 2018

3:30pm to 5:00pm in L160

Notetaker-Sondra Keckley

Present: Jessica Wojtysiak, Craig Hayword, Todd Coston, Maria Wright, Alma Livingston, Paul Coffman, Brent Wilson, Kim Nickell, Sondra Keckley, Jason Stratton, Talita Pruett, Dena Rhodes, Jamal Wright

Agenda

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| 1. | Approval of Minutes (9/11)  Motion: Todd, 2nd : Brent, Approved Unanimously | 5 minutes |
| 2. | BC-KCCD Accreditation Survey: Craig & Jessica  Reviewed the updates and changes made based on last meeting’s discussion; last choice on questions 11 & 12 need consistent wording “unable to evaluate” (said “not able to evaluate”), change last “other” box to require a response  motion: Jason, 2nd: Todd, approved unanimously with changes | 20 minutes |
| 3. | Institution Set Standards: Craig & Jessica  Reviewed what ISS are. Separate document for the process of creating and approving ISS. We are meeting ISS goal for all areas except Basic Skills Success and Transfer Level Math for Years 1 & 2. Discussion at Academic Senate of when % dips below goal, to add supportive services rather than set standard lower. Craig went over some changes made at Academic Senate to the ISS. Removing Transfer Level English and Math Achievement for Year 2 (due to Scorecard going away and not consistent with funding formula or our Strategic Directions goals). OIE reevaluated data for Transfer Level English and Math Achievement Year 1.  Jason asked whether the years are the fall or spring term. Craig pointed out note regarding this at bottom of chart.  Any other suggestions? Should we change the ISS goals?    AIQ recommendations added to bottom of document. Recommend evaluating the ISS for Transfer Level Math Achievement in Year 1, perhaps based upon the five year average.  Maria asked about why fewer years of data for Employment Rates.  Motion to approve: Talita, 2nd: Todd, approved unanimously | 15 minutes |
| 4. | Program Review Report – Kim  All PR reports due yesterday. A few still trickling in. Read process starts after next mtg on Oct. 2. Norming read & feedback guidelines at the Oct. 2 meeting. ACCJC visiting team will be at the meeting. Kim reviewed history of how many programs are reviewed. Started with 41, and now up to 112. Goal is to touch anything on campus that affects student success and need resources. | 5 minutes |
| 5. | Assessment Report – Brent  Last mtg had first round to review and approve SLOs. Bottleneck with using eLumen. 12 started last meeting, and 29 more at Friday’s meeting. Then go to Curriculum Committee.  Craig asked about where to find SLOs. Brent replied all on Assessment Committee webpage. | 5 minutes |
| 6. | Strategic Directions Report – Todd  No report. Some follow-up needed on Strategic Directions, but focus right now is getting ready for ACCJC visit. | 5 minutes |
| 7. | Accreditation Prep – Jason & Talita  Talita & Jason went through PowerPoint presentation. Talita started with giving history of AIQ (starting as ASC) role in Accreditation.  Don’t need everything memorized, but need to know where to find the information.  This presentation has gone to each committee as baseline of information for everyone, and then end of presentation tailored for that committee.  Presentation gives basics of what accreditation is and AIQ’s appearances/importance in ISER.  Todd recommends looking at website to read the background on the visiting team to get idea of who they are and what their expertise is in, to have an idea of what they may be looking for.  Look for Outlook invites for meetings with the team. Can receive later during the visit if they decide want a follow-up meeting.  Jason mentions that since this is the first time ACCJC is evaluating 4-year degrees, there will be observers watching the team and their process of evaluating BS degree program.  Official report and approval from ACCJC won’t come until February. | 20 minutes |
| 8. | Early Analysis of MM 4.0 & Support Services – Craig & Maria  Motion to table and adjourn: Sondra, 2nd: Brent, approved unanimously | 15 minutes |

Adjourned at 5:03