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| **Accreditation & Institutional Quality Committee (AIQ)**<https://committees.kccd.edu/bc/committee/accreditation>AGENDATuesday, 3:30-5:00, March 8, 2016 |
| 1 | Membership: Kate Pluta (Admin Chair), Mark Staller (Faculty Chair) Khaled Hussain, Anthony Culpepper, Liz Rozell, Todd Coston, Lisa Fitzgerald, David Neville, Kimberly Nickell, Grace Commiso, Jennifer Jett, Shannon Musser, Sondra Keckley, Manuel Zavala*Vacancies: faculty 3, classified 3, students 1*Present: *Kate Pluta, Khaled Hussain, Mark Staller, Kimberly Nickell, Shannon Musser, David Neville, Liz Rozell, Anthony Culpepper, Sondra Keckley, Grace Commiso, Odella Johnson, Todd Coston, Manuel Zavala*Missing: *Lisa Fitzgerald, Jennifer Jett* |  |
| 2 | November 24 Minutes (Nan); February 23 (Kim)Today’s Note Taker? *Todd*Treats: Todd |
| 3 | ACCJC update—[Questions\_and\_Answers\_About\_Membership\_in\_a\_Regional\_Accrediting\_Commission\_03\_04\_2016.pdf](https://committees.kccd.edu/sites/committees.kccd.edu/files/Questions_and_Answers_About_Membership_in_a_Regional_Accrediting_Commission_03_04_2016.pdf) *Kate reviewed the document with the committee. Any changes to our current accreditation commission would take several years. Kate also shared the* [*http://www.accjc.org*](http://www.accjc.org) *site for where more information could be found regarding input to the possible change of accrediting commissions.*  | Kate |
| 4 | Strategic Directions Report update—*Workshop went well and was useful. Most of the attendees were those that had not filled out the report in the past.* | Shannon |
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| 1.11 | Identify and review internal and external standards and requirements for each of the four data strands for the Renegade Scorecard: Student Learning; Student Achievement; Perception; Operational.  | Standards are posted on Renegade Scorecard web page.*See Scorecard Data Strands* | Accreditation & Institutional Quality Committee (AIQ) | not yet begun | **We need to review the internal and external standards in order to complete the ACCJC Annual Report due March 31.****Last year’s report is listed under Links on the AIQ page. I have posted this year’s report form “Getting Started.”** |

*Reviewed the data needed for the Annual Report. The District Office IR team will be providing some of the information. AIQ is responsible for reviewing and setting some of the measurement metrics. There was discussion regarding where we are as a college with course level, program level, and institutional level assessments.* | Kate |
| 6 | ACCJC Assessment Workshop Report*Mark passed out a document called, “Rubric for Evaluating a College’s Program Learning Assessment Processes”. The document would help us as an institution evaluate where we are with assessment. He is encouraging the chairs for Program Review, Curriculum, Assessment, and AIQ to get together and review the document and work together for an institutional plan for addressing assessment in a uniform way. Mark will initiate a meeting.* | Mark and Liz |
| 7 | AIQ SD Report*Tabled until next meeting.* |  |
| 8 | Surveys—see uploaded Revised list of BC services*Kate reported this is on the back burner for now.* | Sondra |
| 9 | Spring: 2 surveys: one on District Office services to BC and one on BC services to employeesprobably April**List of College Services (December 10, 2015)**1. Bookstore,
2. Safety (Parking, Security),
3. Helpdesk (internal and external),
4. M & O (Work orders, Repairs, Cleanliness, and Maintenance),
5. Curriculum Review,
6. Enrollment Services (Assessment, A & R)
7. BC HR,
8. BC Business Office,
9. Marketing and Public Relations (Web, Graphic Design, Media Public Relations),
10. Print Shop,
11. Foundation,
12. Event Scheduling,
13. Mailroom,
14. Child Development Center,
15. Media Services,
16. Instructional Technology,
17. Financial Aid,
18. Facilities,
19. Library,
20. Food Service (Cafeteria, , Special Events),
21. Outreach,
22. Deans’ Offices,
23. President’s Office support staff

Instruction-focused:Renegade Room |  |
|  | **Calendar for Strategic Directions fall and spring reports.*** ~~September 15: Finalize report.~~
* ~~September 23: Send report form to Committee Chairs and others responsible for reporting out on Strategic Directions Initiatives.~~
* *~~October 2, 10:30-12:00 Committee Chairs meeting~~*
* ~~Thursday, November 12: Committee Reports due to AIQ~~
* ~~November 24: Prepare Fall Committee Report Analysis~~
* ~~Friday, December 4: Present report to College Council~~.
* ~~January 25: Strategic Directions Task Force work on report format and contents~~
* ***~~February 22~~****~~: For AIQ approval: Prepare spring report and send~~*
* April: Surveys
* Thursday, April 21: Year-End Committee Reports due to AIQ
* April 26: Prepare Spring Committee Report Analysis
* Friday, May 6: Second Annual Year-End Leadership Retreat; AIQ presents report to College Council
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|  | **~~Treat Schedule~~**~~:~~~~January 26 Liz~~ |  |
|  | ~~February 9 Kate~~ |  |
|  | ~~February 23 Mark~~ |  |
|  | March 8 Todd |  |
|  | March 21-25 spring recess |  |
|  | March 29 Shannon |  |
|  | April 12 Kim |  |
|  | April 26 Sondra  |  |
|  | May 10 Khaled |  |