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

Tuesday, January 20, 2015

3:30 p – 5:00 p Lev 40

**Meeting Facilitator: Nan Gomez-Heitzeberg**

**Note Taker**: Odella Johnson

**Refreshments**: Kate Pluta and Jennifer Jett

**Attendees**- Kirk Russell, Odella Johnson, Jennifer Jett, Nan Gomez-Heitzeberg, Zav Dadabhoy, Todd Coston, Michael Self

**Absent**: Anthony Culpepper, Janet Fulks, John Carpenter, David Neville, Lisa Fitzgerald, Bill La, Shannon Musser, Kim Nickell, Rachael Vickrey

**Meeting Summary**

**Agenda Item #1: Review and approve minutes**

The minutes of the previous meeting were approved as submitted; there were no corrections.

**Agenda Item #2: Update on the Midterm Report**

Per Jennifer Jett for Kate Pluta the Midterm Reports were been submitted by December 1, 2014; Kate Pluta is writing the final draft. However, three committee reports are outstanding. In the meantime, Kate is working with the information that has been submitted. The outstanding reports are nearly completed.

**Agenda Item #3 Committee Reports/ Drafts**

The fall 2014 Excel Draft for AIQ is in process (changes to the Committee charge). Sheet 4 (Tab 4) is on the Committee page.

There is consensus that there is nothing to be added, so it can move forward.

**Agenda Item #4 Develop a college planning and evaluation calendar**

The committee reviewed the updated draft and after much discussion the following suggestions were made.

1. Add an additional column to track month

2. Should the focus be on planning or reporting?

3. Add Initiatives to the list

4. Delete Goal from BC Strategic Plan

5. Note: Mission Statement Review (not a planning process but needs to be calendared

6. Include Professional Development Plan (Annual Symposium)

7. Have FCDC review the calendar and seek feedback

8. Survey for strategic directions and ask committees for feedback

o What is the work that you will accomplish or reach in five years?

o How will you evaluate whether you reached your goal?

**Agenda Item #5 Updates from groups or committees**

• Program Review no updates

• Strategic Directions- In the next month or so we are connecting with College Committees

• College Council – Zav and Nan are two of four individuals who have identified to work on the annual District Strategic Plan.

The meeting was adjourned at 4:53 pm.

**Next Meeting; Tuesday, February 3, 2015**