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

March 9, 2020

3:00 to 4:00 Zoom

Agenda

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| AIQ Members: Grace Commiso, Jessica Wojtysiak, Todd Coston, Sondra Keckley, Kimberly Nickell, Jonathan Brown, Talita Pruett, Jason Stratton, Brent Wilson, Laura Miller, Kim Arbolante, Patsy Garcia, Lindsay Ono, Gilbert Alvarado, Sheila Fuller, Regina Rivera, Jennifer Achan  **Present:** Jessica, Grace, Sondra, Kim N., Kim A, Talita, Patsy, Lindsay, Laura, Lysander (in place of Jennifer from Financial Aid)  **Absent:** Jason, Jon, Todd, Brent, Sheila, Regina, Jennifer, Gilbert |  |
| **Approval of Minutes from Feb. 9, 2021**  One Month Since Last Meeting because of President’s Forums  -Minutes Approved | 7 minutes |
| Introductions for Lysander | 2 minutes |
| **Chair Report: Grace & Jessica (25)**  **ACCJC Webinar: Annual & Annual Fiscal Reports**   * Grace attended webinar (20 minutes) informed about changes in questions and where to find information, feedback from previous year was added to process.   **USC Racial Equity Leadership Alliance**   * Grace attended and learned how institutions should handle instances of racism on campus. BC is doing a really good job at this, upholding Title IV (no discrimination) and making sure to have timely responses to instances involving students. There were examples of institutions not responding in a timely manner. Other campuses send a letter of what not to do whereas BC does that and shares how to engage in a more active manner to support target groups.   **CBE application: Program Addition/Substantial Change Form**   * Jessica submitted application to get a Chancellor’s office supported competency based education degree – Communication, Education, and Culinary Arts are currently involved – others may follow. Chancellor’s office pilot allows one program. Financial support would only be given to one program. Impacts AIQ because we are involved when there is a new program and we verify program meets ACCJC standards. Initial draft recommends an administrative co-chair and faculty co-chair, classified, SALT rep, curriculum co-chair, assessment co-chair and a union representative. Classified gets set up coming through union rep to get involved (Kim A. is interested). Kim N. supports having classified reps.   **I wish my Teacher Knew Update**   * Jessica contacted SGA and they didn’t have anything planned. EODAC is planning to do the forum component of Jon’s idea. We will be there to support this forum. Jon will attend the planning meeting representing AIQ. | 15 minutes |
| **Assessment Report (32)**   * March 5, Assessment committee has voted on 4 new institution set standards. Reviewed the document posted on AIQ page (Student-Learning-ISS). All aspirational goals have an equal percentage because they are equally important. Some courses do not teach to the fourth ILO. Faculty can choose which ILO’s will be assessed for their course and we trust they will do it in a manner that is meaningful. Review document and at next meeting we will vote and make recommendations if needed. If changes are substantial, give Grace and Jessica some notice before next AIQ meeting. | 5 minutes |
| **Program Review Report: Kim**   * Instead of having Equity separate it is being embedded within the program goals and program analysis. Working with Enrollment management committee to help support program review. Draft of questions and how to work with trend data to improve enrollment. Using a new widget. | 2 minutes |
| **Strategic Directions Report: Todd**   * Grace is helping with closing out this 3 year cycle. Reaching out to areas to submit scores and Todd will have report at end of semester. Starting a new cycle with a new timeline. Working with leads to develop white papers - “What are we as an institution working towards?” White papers highlight work that is happening under certain initiatives like CBE and 8+8. Core group will review the white papers, combine reports, and then complete a round robin to vote on directions. * Jessica has created her own white papers - 2 page report. It explained what 8-week courses offer, data of where we are, potential strategic directions. The goal is to provide feedback and info to the team leading the cause. | 5 minutes |
| **Accreditation Survey**   * Yearly survey that was merged from two prior surveys and has gone through updates. We want to go over the format of survey and see if any revisions should be made. Patsy will get a draft from Craig and will send to Grace and Jessica to share with AIQ. Next AIQ meeting date and survey release date will be close. Revisions will be made at next AIQ meeting and survey will be released the following day. | 10 minutes |
| Notes: |  |