

March 1, 2015

Dear Campus Community,

I hope your Spring semester is going well. It's always amazing to me how quickly it passes – before we know it, we will be congratulating our students as they graduate. A few updates are below and you are welcome to send questions and comments.

#### Update on Accreditation

We are making steady progress on the findings in our accreditation report and have spent time communicating both externally and internally. A number of press releases have been issued to provide accurate information about our “warning” status and the related issues. If you are asked, please remind our students and community members that we are still fully accredited, that all classes will transfer, and financial aid continues to be available. An email went out last week to all students to clarify our status, but you will most like receive questions. An open forum was held two weeks ago and our next one is scheduled for April 7 at 1:00 p.m. I will be visiting service clubs in the area in April to give an update on the college, to address accreditation, and to answer questions. If you have input regarding additional communication needs, please let me know.

Our progress is outlined below. Note that we have a new process and policy on program viability and it is attached to this email.

Deficiencies	Progress/Next Steps
<b>College Recommendation 1</b> <ul style="list-style-type: none"><li>• <b>Complete the implementation and regularly assess and review SLOs</b><ul style="list-style-type: none"><li>○ <b>Demonstrate the use of assessment results to make improvements to courses and programs</b></li><li>○ <b>Demonstrate the use of student learning assessment results in college-wide planning</b></li><li>○ <b>Demonstrate that resource decisions are based on student learning assessment results</b></li><li>○ <b>Develop and implement a process to ensure that SLOs are on all course syllabi</b></li></ul></li></ul>	<b>Progress</b> <ul style="list-style-type: none"><li>• We are up to 90% for Courses and 84% for programs (See Table Below)</li><li>• The SLO Cloud Tool is in use and positive feedback has been received</li><li>• We have a tentative plan for discussion of ILOs and GEOs on our April 1 Flex Day</li></ul> <b>Next Steps</b> <ul style="list-style-type: none"><li>• Participate in the April 1 Flex Day activities</li><li>• We continue to discuss ideas about the broad dialogue, planning, and resource allocation that must be conducted and documented and have tentative plans for Fall In Service Day</li><li>• VPs, Deans, and Chairs need to ensure that SLOs are on syllabi</li></ul>
<b>College Recommendation 2</b> <ul style="list-style-type: none"><li>• <b>Update the Distance Education plan</b><ul style="list-style-type: none"><li>○ <b>Include student support, library, and learning support services</b></li></ul></li></ul>	<b>Progress</b> <ul style="list-style-type: none"><li>• The Academic Senate approved the resolution for the DE Coordinator and discussions are scheduled with CTA</li></ul>

	<ul style="list-style-type: none"> <li>Funding is available for a .5 DE Faculty Coordinator</li> </ul> <p>Next Steps</p> <ul style="list-style-type: none"> <li>Gain agreement from CTA</li> <li>Conduct open search on campus</li> <li>Begin development of the plan</li> </ul>
<b>College Recommendation 3</b> <ul style="list-style-type: none"> <li>Establish a policy to address when programs are eliminated or significantly changed and ensure the process does not negatively impact students</li> </ul>	<p>Progress</p> <ul style="list-style-type: none"> <li>Crafton Council approved the <a href="#">Program Viability Process</a> and it is attached for your review</li> </ul> <p>Next Steps</p> <ul style="list-style-type: none"> <li>The policy will now be used for implementation of new programs and elimination of programs that are no longer viable</li> </ul>
<b>College Recommendation 4</b> <ul style="list-style-type: none"> <li>Publish the College Catalog in a timely manner and with a high level of accuracy</li> </ul>	<p>Progress</p> <ul style="list-style-type: none"> <li>Staffing changes have been made</li> <li>The digital catalog project is underway</li> <li>Clean up of errors is underway</li> </ul> <p>Next Steps</p> <ul style="list-style-type: none"> <li>Complete clean up by June 30</li> </ul>
<b>Areas to Improve</b>	
<b>College Recommendation 5</b> <ul style="list-style-type: none"> <li>Gain Board approval of the mission statement before use and publication</li> </ul>	<p>Progress</p> <ul style="list-style-type: none"> <li>The new Mission, Vision, and Values were Board Approved on October 9, 2014</li> </ul>
<b>College Recommendation 6</b> <ul style="list-style-type: none"> <li>Complete performance evaluations in a timely manner across all employee groups</li> </ul>	<p>Progress</p> <ul style="list-style-type: none"> <li>Outstanding evaluations have been completed</li> </ul> <p>Next Steps</p> <ul style="list-style-type: none"> <li>Work with HR to develop accurate lists and due dates</li> <li>Classified Evaluations for some employees are due in April</li> </ul>

## SLO Progress

Year	Course Outcomes		Program Outcomes		Learning & Support		ILOs	
2013-14	227	71.6%	30	68.2%	10	100%	6	100%
Fall 2014	278	86.1%	32	72.7%	16	100%	6	100%
Spring 2015, January	<b>291</b>	<b>89.8%</b>	<b>37</b>	<b>84.1%</b>	16	100%	6	100%

### Hiring Update

Hiring processes have begun for faculty in fire, chemistry, accounting/business, respiratory, math, tutoring, health and wellness, and counseling and for two custodians. Committee meetings will be held on campus to save travel time and we are working around teaching schedules. Thanks to all of you who are serving on a committee. We are doing our best to complete the majority of hires before the end of the semester.

### Developmental Budget Time

During March, we will be working on budgets for 15-16. Some managers will be using a new software package that is being rolled out so that we can get away from paper budgets. It will also help us with "position control" in the long run. All vacancies and associated budgets will be accessible online allowing us better tracking and monitoring of these costs. If you are involved with your manager in developing an area's budget, please be realistic and frugal.

### Classified Appreciation Luncheon

This year's luncheon will be held on April 8 in the cafeteria. Faculty and managers will receive a volunteer sign-up sheet if they wish to support the event. We will need helpers, side dishes, desserts, and cash.

### Update on State-level Activities

A few items that may be of interest to you from my CEO meetings:

- The new funding formula is still being discussed and no decision has been made about whether it will be used in 15-16 or delayed for one year. Those of us in the field have concerns about some of the calculations, particularly the "poverty rate" variable which is based on the number of Pell grants our students receive rather than the federal poverty levels of our service area. There is also controversy over what is called stability funding for colleges who do not meet their growth targets.
- Legislation on changes to concurrent/dual enrollment (AB 288 by Holden) is moving forward and if passed would allow high school students to enroll in up to 15 units. An even greater benefit would be the option to hold closed college classes on high school campuses.

Thank you for the work you do. I wish you are restful and happy Spring Break!

Best Regards,

*Cheryl*