

IV.A.6. The processes for decision-making and the resulting decisions are documented and widely communicated across the institution.

Description

Crafton Hills College documents and communicates across the institution discussions in committees and other work groups that relate to recommendations and decisions. BP and AP 2510 make clear the District’s intention to communicate its processes for decision-making and the outcomes of those processes. A number of different groups function as forums for discussion and means to bring recommendations to the District Chancellor and Board of Trustees.

The District Assembly is a representative group that advises the District Chancellor. It provides a forum for effective communication among representatives of the District’s major constituent groups: Academic Senates, Faculty Association, California School Employees Association (CSEA), Associated Students, and Management. This body is charged with discussing issues of policy. It also assigns issues to appropriate committees for development of recommendations to the Chancellor. Its minutes are published and available on the College website.

The Crafton Hills College *Organizational Handbook* includes a description of committees involved in decision-making at the College.

[Insert Reporting Flow Chart of College Committees (from Handbook)]

College website includes additional web links regarding participation in local decision-making.

Evaluation

The College meets this standard.

IV.A.7. Leadership roles and the institution’s governance and decision-making policies, procedures, and processes are regularly evaluated to assure their integrity and effectiveness. The institution widely communicates the results of these evaluations and uses them as the basis for improvement.

Description

The College has many mechanisms for evaluating the institution’s governance and decision-making structures and processes. Most important is the Employee Campus Climate Survey, administered biennially and used to evaluate CHC’s governance and decision-making structures, among many other matters (Ev. __). The results of the survey are shared with the Campus in a report (Ev. __), in a newsletter (Ev. __), and through various presentations (IV.A3). The survey evaluates the following governance and decision-making structures and processes: outcomes assessment, inclusiveness, planning and program review, shared governance, and the resource allocation processes. Feedback from the presentations is compiled in a report and shared with the Crafton Council (Ev. __). The Crafton Council processes the feedback and develops a plan for needed improvement (Ev. __). This process of continuous institutional improvement is also described in Standard IA (above). A diagram of how the process works appears in Fig. X below.

[Replace with inserted Diagram]

1. Assess Improvement
2. Review, Discuss, & Gather Feedback
3. Identify Strategies for
4. Communicate Progress

Every spring the Crafton Council also administers the Committee Self-Evaluation Survey to evaluate the participatory governance and decision-making committees (Ev. __). The Crafton Council uses the results of the Committee Self-Evaluation (Ev. __) to recommend changes to the *CHC Organizational Handbook* (Ev. __). The disaggregated results for each committee are distributed to the committee chairs, who discuss them with the rest of their committee at one of the first meetings of the school year to determine what if any changes that committee should consider regarding its charge, processes, and means of communication.

The Planning and Program Review Committee (PPRC) also uses the same continuous institutional improvement process described in Standard IA (above) to review its structures and processes annually to assure their integrity and effectiveness (Ev. __). The PPRC has made suggestions for improvement [Insert examples].

Evaluation:

The College meets this standard.