

# Minutes

Institutional Effectiveness, Accreditation and Outcomes Committee  
 Crafton Hills College

May 3, 2016  
 3:30-5:00 pm  
 LRC 135

## Committee Members

- Co-Chair: Bryan Reece - P
- Co-Chair: Ralph Rabago - A
- ALO: Rebecca Warren-Marlatt - P
- Matt Adams - A
- Larry Aycock - A
- Tina Gimple - A
- Colleen Hinds - P
- Glen Kuck - A
- Kristi Simonson - P
- Mark Snowwhite - P
- Gio Sosa - P
- Gary Williams - A
- Daniel Word - A

## Committee Charge

The Institutional Effectiveness, Accreditation, and Outcomes Committee will facilitate sustainable continuous quality improvement of the organization. Charge details are listed in the agenda's appendix.

TOPIC	DISCUSSION/ACTION
<b>1.0 Approve Minutes</b> <ul style="list-style-type: none"> <li>• See Minutes (Bryan and Laura)</li> </ul>	<p>The meeting was called to order at 3:36pm. The minutes will be approved at the next meeting. Rebecca updated the committee on the status of the accreditation visit.</p>
<b>2.0 Accreditation Related Goals/Work</b> <ul style="list-style-type: none"> <li>• Transition to new ALO and Co-Chair (Bryan)</li> <li>• Transition standards across shared governance committee (Bryan)</li> </ul>	<p>Once the new president of the college is in place the committee will move forward with finding a new ALO and Co-Chair. The committee is considering distributing the standards across our shared governance structure for review and updates.</p>
<b>3.0 Outcomes Assessment Related Goals/Work</b> <ul style="list-style-type: none"> <li>• Review Completion Status (Course, Programs, Institutional). Who is not done and what should we do? (Gio)</li> </ul>	<p>Gio stated SLO submissions are being received, and he will update the committee at the next meeting.</p>
<b>4.0 Get it Done Day</b> <ul style="list-style-type: none"> <li>• Hold day in Roadrunner Café instead of PAC</li> <li>• Start in-service with breakfast and reduce talking heads to 30-40 minutes</li> <li>• Eliminate workshops and hold 2 "Get it Done Day" sessions</li> <li>• Departments/units meet at roundtables. Tablets will be at each table with internet access.</li> <li>• Most practical outcome: when the day is over, each department/unit will be done with <a href="#">their assessment of learning for the semester</a>.</li> <li>• No program is allowed to take their meeting outside the room</li> <li>• Division and department meetings held after sessions</li> <li>• <a href="#">Part-timers encouraged to attend</a></li> <li>• <a href="#">Secure approval through Crafton Council</a></li> <li>• <a href="#">Secure buy-in from Professional Development</a></li> </ul>	<p>The committee would like to present <i>Get it Done Day</i> to Crafton Council on their next agenda.</p>

TOPIC	DISCUSSION/ACTION
<p><b>4.0 Get it Done Day (Cont.)</b></p> <p><u>First Session</u> (Discussion of Learning)  0:00-0:20 Presentation of Learning at Crafton; Table Project Explained  0:20-1:20 Departments Work at Round Tables</p> <ul style="list-style-type: none"> <li>• IEAOC staff and managers circulate through room</li> <li>• Data related to learning will be proved to each department/unit. Learning data will be presented through “mixed-measures” and to the greatest extent possible will be department/unit specific. This will include last year’s SLO findings.</li> <li>• Each table will be asked to engage in a structured dialogue around a set of questions. Examples: Are your students learning at levels that satisfy the department? What does disaggregated learning look like in your department/unit? Where do you appear to be strong? Weak?</li> <li>• Deliverable: Summarize discussion on a website that allows us to see themes from the room and verify the discussion.</li> </ul> <p><u>Break</u>  0:00-0:15 Coffee, Snacks, Music</p> <p><u>Second Session</u> (SLO Clean-up)  0:00-0:20 Presentation on SLOs; Table Project Explained  0:20-1:20 Departments Work at Round Tables</p> <ul style="list-style-type: none"> <li>• IEAOC staff and managers circulate through room</li> <li>• Review/Write SLOs for Every Course</li> <li>• Review Mapping of SLOs to ILOs, GELOs</li> <li>• Develop Assessment Strategy/Calendar for the Year</li> <li>• Deliverable: Incorporate Clean-up into the Cloud Tool</li> </ul>	<p>The first session will be about an hour and a half long with a general discussion on learning at the department level.</p> <p>The second session will focus on outcomes, then the table will focus on SLO Clean-up and put them on the SLO Cloud Tool during the meeting.</p>
<p><b>5.0 Other Projects</b></p> <ul style="list-style-type: none"> <li>• Continue with ongoing campus-wide dialogue at Flex and In-Service</li> <li>• Implement the SLO Cloud for Student Services</li> <li>• Update the denominator (GOR earned in course in last two years and being offered this year).</li> <li>• Define role of faculty and role of OIERP in assessment process. Faculty need to play greater role in facilitation.</li> <li>• Develop “SLO on Syllabus” Tool/Dashboard</li> </ul>	<p>The ongoing campus-wide dialogue at Flex and In-Service is complete.</p> <p>The goal is to implement the SLO Cloud for Student Services by fall. Gio will be updating the denominator.</p> <p>The committee will continue the project of defining the role of faculty in the assessment process. Syllabi will continue to be collected by the Administrative Secretaries and Deans.</p>
<p><b>6.0 Committee Administration</b>  6.1 Committee Website Discussion (Bryan and Laura)</p>	
<p><b>7.0 Wrap Up (All)</b></p> <ul style="list-style-type: none"> <li>• Questions/Comments/Items from Floor (Bryan)</li> <li>• Future Agenda Items? (Bryan)</li> <li>• Next Meeting (1<sup>st</sup> and 3<sup>rd</sup> Tuesday) = May 17<sup>th</sup></li> </ul>	<p>The meeting was adjourned at 4:29pm.</p>
<p><b>CHC Mission:</b> The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	

TOPIC	DISCUSSION/ACTION
<p><b>CHC Vision:</b> Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.</p> <p><b>CHC Values:</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>	