



Date: October 4, 2016  
 Time: 3:30 p.m.  
 Location: LRC 135

**Crafton Hills College**  
**Agenda**  
**Institutional Effectiveness, Accreditation, and Outcomes Committee**

**Members and Guests**

Matt Adams  
 Colleen Maloney-Hinds  
 Gary Williams  
 Dan Word  
 AS Executive Committee  
 Member  
 Student Services Faculty  
 (8 faculty total—need 4)

Kristi Simonson  
 Karen Peterson  
 Adreana Anderson  
 Jewel Murguia

Bryan Reece  
 Mark Snowwhite  
 Rebecca Warren-Marlatt  
 Keith Wurtz/Gio Sosa  
 Joe Cabrales  
 Sherrie Loewen

TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes, 9/6/2016		
Update, Membership		
One New Thing: What is the SLO Process at CHC? Where are SLOs reported? What do we do with them? And why?		
Committee Self Evaluation Results, Review and Discuss (Gio)		
CHC Annual Outcomes Assessment Progress (GIO) Updated status of outcomes assessment: course, program, ILO		
Outcomes: Review assessment focus areas for 2016-17		
Outcomes : Generate an action plan based on the ILO and GEO assessment results and proposed actions		
Outcomes: Communication with Faculty		
Midterm Report, Progress		
Adjournment		

**Mission Statement:** To advance the educational, career, and personal success of our diverse campus community through engagement and learning.

**Vision:** 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.

**Values:** Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.

### **Institutional Effectiveness, Accreditation, and Outcomes Committee**

**Charge:** The Institutional Effectiveness, Accreditation, and Outcomes Committee will facilitate sustainable continuous quality improvement of the organization. The members will:

1. Fulfill their responsibilities as described in *Committee Responsibilities* in the *CHC Organizational Handbook*.
2. Become knowledgeable about Accreditation processes and standards and serve as a resource to the campus.
3. Guide the accreditation process for the entire college, including:
  - a. Development of timelines, policies, and procedures for accreditation within the guidelines provided by ACCJC (Accrediting Commission for Community and Junior Colleges)
  - b. Recommend and support training for faculty, staff, and management with regard to accreditation standards, policies, and procedures
4. Guide the Outcomes Assessment process for the entire college, including:
  - a. Develop a college assessment plan that is easy to use and meaningful
  - b. Develop best practices for creating and assessing outcomes (SLOs, SAOs, ILOs)
  - c. Provide meaningful feedback, suggestions, and guidance on the outcome assessment process for the purpose of improvement
  - d. Coordinate training for faculty, staff, and management with regard to outcomes and their assessment
  - e. Track assessment completion each year
5. Provide a forum for on-going dialogue with regard to Accreditation and Outcomes Assessment (SLOs/SAOs)
6. Recommend staff and faculty membership of Accreditation subcommittees to the President
7. Serve as co-chairs of accreditation standard subcommittees
8. Recommend to the President a list of qualified candidates for the task of editing Accreditation reports
9. Review and provide input on midterm, follow-up, and other special reports to the Commission. If requested by the ALO, help draft such reports
10. The committee co-chairs will coordinate the preparation of the self-study. The standards subcommittee co-chairs will coordinate the preparation of their respective sections of the self-study with input from the committee and the ALO.
11. Report to the Crafton Council
12. Encourage members of the college community to serve on accreditation teams

**Membership:** Accreditation Liaison Officer (*co-chair*); Vice President, Instruction or designee; Vice President, Student Services or designee; Vice President, Administrative Services or designee; Dean, Institutional Effectiveness, Research and Planning; two Deans (including one each from Instruction and Student Services,); a minimum of eight faculty, one Academic Senate Executive Member, and at least one faculty from Student Services); one Classified Senate representative; one CSEA representative; and one Student Senate appointee.

**Term:** Two Years (for appointees)

