

Crafton Hills College

Agenda

Institutional Effectiveness, Accreditation, and Outcomes Committee



Date: October 18, 2016

Time: 3:30 p.m.

Location: LRC 135

Members and Guests

Dan Word, Co-Chair
Rebecca Warren-Marlatt, Co-Chair

Kristi Simonson
Karen Peterson
Adreana Anderson
Jewel Murguia

Matt Adams
Colleen Maloney-Hinds
Gary Williams
AS Exec. Committee Member
Student Services Faculty
(8 faculty total—need 4 more)

Bryan Reece
Mark Snowwhite
Keith Wurtz
Joe Cabrales
Sherrie Loewen

TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes, October 4, 2016		
Update, Membership		
One New Thing: What is a Mid-Term Report?		
Cloud Tool Update		
Committee Self Evaluation Results, Review and Discuss		
Outcomes : Generate an action plan based on the ILO and GEO assessment results and proposed actions	Propose adding the ILO and GEOs to separate portion of the web tool to track progress on objectives and action plans.	
Outcomes: Communication with Faculty, Update	Since the email only ASL-102 and EMS-154 have been entered for 1516 and they were already counted as being assessed. CHC-062 was entered for Fall 2016, but it had already been assessed.	
Midterm Report, Timeline and Progress		

Adjournment		
<p>Mission Statement: To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p> <p>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.</p> <p>Values: Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>		

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)

Date	Activity
July 8 2016	ACCJC Decision: CHC off Warning
July 11 2016	CHC President announces ACCJC finding
July 11 2016	Follow-Up Report, Follow-Up Team Report, ACCJC Letter on website
September 6 2016	Midterm Report on IEAOC Agenda
September 2016	Midterm Report on Accreditation Steering Committee Agenda
Sept. 2016– Feb 2017	Preliminary draft of midterm report developed
February 7 2017	IEAOC Review of preliminary draft
February 10 2017	Preliminary draft of report to campus constituencies for feedback
February 10-28 2017	Feedback incorporated into midterm report
March 1 2017	Semi-Final Draft to Campus
March 1 2017	Semi-Final Draft to Accreditation Steering Committee
March 9 2017	First Board Presentation
March 13 2017	Campus Open Forums (2)
March 15-22 2017	Additional evidence incorporated into midterm report
March 22 2017	Draft Midterm Report to Senates and Crafton Council
March 22 2017	Draft Midterm Report to Accreditation Steering Committee
April 5 2017	Academic Senate First Review
April 7 2017	Classified Senate First Review
April 7 2017	Student Senate First Review
May 3 2017	Academic Senate Second Review
May 5 2017	Classified Senate Second Review
May 5 2017	Student Senate Second Review
May 11 2017	Second and Final Board Presentation
May 24 2017	Crafton Council Review
June – July 2017	Midterm Report polished for submittal
September 14 2017	Board Approval, Midterm Report
September 15 2017	Final Midterm Report to Commission for October Due Date
January 2018	Commission Meeting
February 2018	ACCJC Finding to campus, Midterm Report
2019-2020	Self-Evaluation Year
July 2020	Self-Evaluation to Commission
October 2020	External Evaluation Team
February 2021	ACCJC Finding
October 2024	Midterm Report (assuming no requirement for follow-up)