



**Date:** October 12, 2017  
**Time:** 2:00-3:30 p.m.  
**Location:** CCR 233  
**Next Meeting:** October 26, 2017

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

**Members and Guests**

<p><b>Co-Chairs</b>          Karen Peterson          Rebecca Warren-Marlatt</p> <p><b>Classified Staff</b>          Kristi Simonson</p> <p><b>Student</b></p>	<p><b>Faculty</b>          Matt Adams          Gary Williams</p> <p><b>Vacancies</b>          AS Exec. Committee          Member          Student Services Faculty          (8 faculty total)</p>	<p><b>Managers</b>          Kathy Bakhit          Mark Snowwhite          Dan Word          Keith Wurtz          Joe Cabrales</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes, September 19 2017		
<p>Discussion: Goals</p> <ul style="list-style-type: none"> <li>• Communicate with each committee about applicable ACCJC standard(s)</li> <li>• increase the rate and meaningfulness of assessment</li> <li>• IEPI Targets</li> <li>• Identify and assess this year's ILO</li> <li>• New: should we revise/develop an assessment plan?</li> </ul>		
Recruitment of faculty members		
Guided Pathways Self-Assessment, Feedback on Selected Items		
Continued Discussion: Increasing the rate of assessment and reporting: next steps		
Cloud Tool Training: Service Areas		
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 (including the Instructional Assessment Specialist, 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)

