



Date: February 8, 2018
 Time: 2:00-3:30 p.m.
 Location: CCR 233

Crafton Hills College
Minutes
Institutional Effectiveness, Accreditation, and Outcomes Committee

Members and Guests

<p>Co-Chairs Karen Peterson - P Rebecca Warren-Marlatt - P</p> <p>Classified Staff Kristi Simonson - P Tina Gimple (representing VPA Strong) - P</p> <p>Student</p>	<p>Faculty Matt Adams - P Gary Williams - A</p> <p>Vacancies AS Exec. Committee Member Student Services Faculty (8 faculty total)</p>	<p>Managers Kathy Bakhit - P Dan Word - P Keith Wurtz - P Joe Cabrales - A</p>
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TOPIC	DISCUSSION	FURTHER ACTION
Approval of minutes, December 14, 2017	Minutes approved with a correction.	
Communicate with each committee about applicable ACCJC standard(s), Status (RWM)	<p>Rebecca has communicated with all the committees about the applicable ACCJC standards and sent the standards and the spreadsheet.</p> <p>The committee can send the standards out again in the fall and meet with the chairs and ask them to include consideration of the standards in their work plan and goals for the year.</p> <p>The committee could work with Research to include a portion in the Self-Assessment about if they reviewed the standards and the clarity .</p>	

<p>ACCJC Standards for IEAOC: Standards IB, IC, IIA, IIB, IIC To review: IIA (RWM)</p>	<p>The committee reviewed Standard II: Student Learning Programs and Support Services and looked for places where the charge of the committee intersects the standard. The committee read the standard and discussed intersections on:</p> <p>A) #1 #2 Ours, and share with chairs #3 #4 Library and Student Services #5 The committee will revisit and share with Curriculum #6 No intersection #7 No intersection #8 Chairs and Divisions #9 Ours and others #10 Ours, evaluator, and chairs. Keith will ask commission about this one. #11 Ours #12 Ours the last sentence #13 Partly ours, faculty, chairs #14 Ours #15 Ours and others Summary paragraph- Ours</p> <p>Should we include any of these in our goals? The committee needs clarity on #10.</p>	
<p>New from the Commission—Portfolio Model, Standards (RWM)</p>	<p>The ACCJC has new leadership, President Richard Winn, Ed.D. Our new liaison is Vice President Gohar Momjian. Rebecca read Gohar’s biography to the committee.</p>	
<p>Revision of Assessment Plan (All)</p>	<p>The committee reviewed and discussed the CHC Institutional Assessment Plan. Generate actions from the program assessment that are linked to actions from the handbook. Add process to Institutional Level Outcomes section. Add screenshots of the Cloudtool. Should it include a list of committees/participants and roles?</p>	<p>Keith will call Jason about Student Services Programs being added to the SLO Cloud.</p>

Increase the rate and meaningfulness of assessment (All)	Find strategies to get part time faculty involved. The Program Review question added this year has added meaningfulness of assessments. New faculty orientation that can take place all year long. Work with Professional Development to ensure training of part time faculty.	
Action Item from SLO Assessments (Keith)	Added to Program Review	
Identify and assess this year's ILO (All)	Tabled, agendaize one per meeting	
Adjournment:	Adjournment at 3:26pm.	
<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 (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)