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| Crafton Hills College Minutes Institutional Effectiveness, Accreditation, and Outcomes Committee | | Date: January 23, 2020 Time: 3:00-4:30 p.m. Location: CCR 233 | |
| Members and Guests | | | |
| Karen Peterson (co-chair) Jonathan Townsend Sabrina Jimenez Delmy Spencer | Mark McConnell Danielle McCoy Joe Cabrales Kristen Clements Krista Ivy | Kirsten Colvey Van Muse Giovanni Sosa Mike Strong Keith Wurtz (co-chair) | |
| TOPIC | | DISCUSSION | FURTHER ACTION |
| Review and approve minutes from December 12, 2019 (5 minutes) | | The December 12, 2019 minutes were approved. | |
| Review and update the Accreditation Timeline (15 minutes) | | The committee approved the edits to the Accreditation Timeline. | |
| Review and Edit Standard IB1 (15 minutes) | | The committee reviewed, recorded feedback on Standard IB1. | |
| Review and Edit Standard IB2 (10 minutes) | | The committee reviewed, recorded feedback on Standard IB2. | |
| Review and Edit Standard IB4 (10 minutes) | | The committee reviewed, recorded feedback on Standard IB4. | |
| Review and Edit Standard IB5 (10 minutes) | | The committee reviewed, recorded feedback on Standard IB5. | |

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| Review and Edit Standard IB6 (15 minutes) | The committee reviewed, recorded feedback on Standard IB6. | |
| Review and Edit Standard IB8 (10 minutes) | | The committee will review this Standard at the next meeting. |
| Future Agenda Items <ul style="list-style-type: none"> Update the ILO/GEO Planning and Program Review Objectives | | |
| <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