

# INSTITUTIONAL EFFECTIVENESS, ACCREDITATION, OUTCOMES, AND ASSESSMENT COMMITTEE (IEAOC)



AGENDA 04/28/2022

[IEAOC WEBSITE](#)

[MISSION, VISION, VALUES](#)

[AGENDAS AND MINUTES](#)

## MEMBERSHIP

Present in Bold

Title	Name
<b>VPI/ALO</b>	<b>Keith Wurtz</b>
<b>CS Rep</b>	<b>Diana Vaichis</b>
<b>CSEA Rep</b>	<b>Karen Peterson</b>
<b>VPSS</b>	<b>Delmy Spencer</b>
VPAA	Mike Strong
<b>Dean IERP</b>	<b>Gio Sosa</b>
Student Serv. Dean	Joe Cabrales
<b>Student Serv. Dean</b>	<b>Ivan Pena</b>
Instructional Dean	Van Muse
Student Serv. Faculty	Open
LAM Faculty	Danielle McCoy
SINS Faculty	Julie McKee
<b>CEHD Faculty</b>	<b>Cynthia Hamlett</b>
CTE Faculty	Open
Student Senate Rep	Open

## STRATEGIC DIRECTIONS

1. Promote Student Success
2. Build Campus Community
3. Develop Teaching + Learning Practices
4. Expand Access
5. Enhance Value to the Surrounding Community
6. Promote Effecting Decision Making
7. Develop Programs + Services
8. Support Employee Growth
9. Optimize Resources

## STUDENT EQUITY GOALS

1. Create a research agenda to analyze and understand disproportionate impact.
2. Promote high engagement teaching, service, and support throughout the college
3. Create clear pathways to promote completion and success.
4. Create cohorts and student communities to promote learning and success.

## DISCUSSION – 15 MINUTES

### Future Agenda Items or Requests for Updates – 5 minutes

[discussion notes including strategic directions associated with any new items]

### Campus Kudus and Feedback – 10 minutes

*Kudus/Icebreaker*

*Feedback*

What is something you were known for in college or high school?	
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## ACTION ITEMS [UP-TO 40] MINUTES

Item, Presenter, Time	Link to Prep Materials	Minutes	SD#	SEG #	Further Action
January 27, 2022, Minutes, Keith Wurtz, 5 min		The minutes for January 27, 2022, were approved as written.	6		
Review the new agenda, Keith Wurtz, 5 min		Keith introduced the new agenda and asked for feedback	6		Keith will take the new agenda template to Crafton Council
Four Point SLO Rubric, Diana Vaichis, 5 min		Diana is working with TESS to add the default rubric 1 to the Outcomes Cloud. TESS is working on.	1,3,	2,3	Gio will follow-up with TESS.
ACCJC Annual and Fiscal Reports, Keith Wurtz, 10 min		Keith reviewed the Annual and Fiscal ACCJC reports.	6		
Committee Self-Evaluation, Keith Wurtz, 10 min	<a href="https://rebrand.ly/SP22_CMT_EVAL">https://rebrand.ly/SP22_CMT_EVAL</a>	Keith provided time for the committee to complete the self-evaluation.	6		Complete Self-Evaluation

Outcomes Assessment Data, Keith Wurtz, 45 min	<a href="#">QFE Action Plan</a> <a href="#">GEO/ILO Results</a>	The committee reviewed the GEO/ILO results from In-Service and developed action items to improve student learning.	1,3,7 2,3	The committee will review additional items at the next meeting.
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### Reports – 5 minutes for each report

Topic	Presenter	Report	SD #	SEG #
Career and Academic Pathways	Keith Wurtz / Delmy Spencer	There was no update.	1,4,7	2,3,
Outcomes Cloud Updates	Keith Wurtz/ Giovanni Sosa	1) Change the name from the SLO Cloud to the Outcomes Cloud, 2) Changing the text at the top of the SLOs that states that instructors do not need to report any information for students that were not assessed, 3) The ability to select more than ILO/GEO when mapping outcomes, 4) Adding a proposed action to each SLO, 5) Improving the SAO portion of the Outcomes Cloud, 6) Adding method of assessment, and 7) Revising the Outcomes Cloud to be able to analyze individual student results and examine results by student demographics.	1,3	1,2,3

### IEAOC Accomplishments

Topic	SD #	SEG #
QFE 1.2.a4: Development, creation, and implementation of Academic Senate approved four-point rubric	1,3,7	2
Approval of the revised ACCJC Institutional Set Standards	1,3,7	1,2
Development and implementation of the shared governance training to facilitate the process being more meaningful	6	

Development and implementation of providing a committee summaries at each all campus meeting	6	
Development of recommended improvements to the Outcomes Cloud	1,3,7	2
QFE 1.2.a1: All in-service sessions include times to work on outcomes assessment	1,3,7	2
QFE 1.2.a2: Outcomes assessment results are provided to faculty, staff, and administrators at in-service	1,3,7	2
QFE 2.1.a2: Coaches for data coaching have been recruited	1,3,6,7	1,2
QFE 2.1.a3: VPs, Chairs, and participatory governance committee chairs have been trained in data literacy	6	1
QFE 2.1.a4: Data review process is embedded in all participatory governance committees (QFE agenda items)	6	1
QFE 2.1.a5: Integration between the work of governance committees and data/evidence (QFE agenda items)	6	1
QFE 2.1.a6: Participatory governance committees are consistently provided data to inform decision making (QFE agenda items)	6	1

## IEAOC 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. Develop 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.
2. 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 outcome assessment process for the purpose of improvement.
  - d. Coordinate training for faculty, staff, and management with regard to outcomes and their assessment.
3. Provide a forum for on-going dialogue with regard to Accreditation and Outcomes Assessment (SLOs/SAOs).
4. Recommend staff and faculty membership of Accreditation subcommittees to the President.
5. Serve as co-chairs on accreditation standard subcommittees.
6. Recommend to the President a list of qualified candidates for the task of editing Accreditation reports.
7. Review and provide input on midterm, follow-up, and other special reports to the Commission. If requested by the ALO, help draft such reports.
8. 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.
9. Report to the Crafton Council.
10. Encourage members of the college community to serve on accreditation teams.

## IEAOC COMMITTEE NORMS

- We will start and end meetings on time;
- We will follow agenda;
- We will read materials, minutes, etc. and be prepared to discuss at meetings;
- We will listen to our colleagues without interruption and will show mutual respect;
- We will operate on consensus and seek agreements all can "live with;"
- We will make decisions based on clear information;
- We will bring closure to decisions;
- We will support committee recommendations;
- We will accept the fact that there will be differing opinions;
- We will use the best interest of our stakeholders (especially students) as the basis for our decision making;
- We will honor brainstorming without being attached to our viewpoint;
- We will give the opportunity for all members to contribute;
- We will be free to speak our minds without fear of reprisal;
- We will be transparent with our colleagues and our positions on issues;
- We will identify pending issues, agreements, and action steps at the end of the meetings;
- We will stay focused on topics under the charge of the committee