

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



MEETING 09/22/2022

[IEAOC WEBSITE](#)

[MISSION, VISION, VALUES](#)

[AGENDAS AND MINUTES](#)

MEMBERSHIP

Present in Bold

Title	Name
VPI/ALO	Keith Wurtz
CS Rep	Diana Vaichis
CSEA Rep	Karen Peterson
VPSS	Delmy Spencer
VPAA	Mike Strong
Dean IERP	Gio Sosa
Student Serv. Dean	Joe Cabrales
Student Serv. Dean	Ivan Pena
Instructional Dean	Van Muse
Student Serv. Faculty	Open
Faculty	Danielle McCoy
Faculty	Sabrina Jimenez
Faculty	David Liu
Faculty	Iris Kern-Foster
Student Senate Rep	Enggie Ocampo Morales

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.

If you could only eat one thing for the rest of your life, what would it be?	
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ACTION ITEMS [UP-TO 40] MINUTES

Item, Presenter, Time	Link to Prep Materials	Description	SD#	SEG #	Proposed Action
September 8, 2022, Minutes, Keith Wurtz, 5 min		Keith reviewed the minutes	6		Minutes approved as written
Group Activity to Review the ACCJC Draft Standards, 45 min		The committee split up into groups to review standards. Their responses were captured and discussed.	6		Keith to draft a letter to provide standards feedback to ACCJC
Group Activity Institutional Effectiveness, planning			6		

Reports – 5 minutes for each report

Topic	Presenter	Report	SD#	SEG#
Career and Academic Pathways	Keith Wurtz / Delmy Spencer		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 one ILO/GEO when mapping outcomes, 4) Adding a proposed action to each	1,3	1,2,3

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.**

IEAOC Accomplishments

Topic	Year	SD#	SEG #
QFE 1.2.a4: Development, creation, and implementation of Academic Senate approved four-point rubric	21-22	1,3,7	2
Approval of the revised ACCJC Institutional Set Standards	21-22	1,3,7	1,2
Development and implementation of the shared governance training to facilitate the process being more meaningful	21-22	6	
Development and implementation of providing committee summaries at each All Campus meeting	21-22	6	
Development of recommended improvements to the Outcomes Cloud	21-22	1,3,7	2
QFE 1.2.a1: All in-service sessions include times to work on outcomes assessment	21-22	1,3,7	2
QFE 1.2.a2: Outcomes assessment results are provided to faculty, staff, and administrators at in-service	21-22	1,3,7	2
QFE 2.1.a2: Coaches for data coaching have been recruited	21-22	1,3,6,7	1,2
QFE 2.1.a3: VPs, Chairs, and participatory governance committee chairs have been trained in data literacy	21-22	6	1
QFE 2.1.a4: Data review process is embedded in all participatory governance committees (QFE agenda items)	21-22	6	1
QFE 2.1.a5: Integration between the work of governance committees and data/evidence (QFE agenda items)	21-22	6	1
QFE 2.1.a6: Participatory governance committees are consistently provided data to inform decision making (QFE agenda items)	21-22	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