

Institutional Effectiveness, Accreditation, and Outcomes Committee - Minutes

Date: September 14, 2023
Time: 2:00 p.m. – 4:00 p.m.
Location: CCR-233

Members:

☒ Keith Wurtz, VPI/ALO Chair
☐ Diana Vaichis, CS Rep
☐ Karen Peterson, CSEA Rep
☒ Delmy Spencer, VPSS
☐ Mike Strong, VPAA

☐ Ivan Pena, Stu. Ser. Dean
☐ Danielle McCoy, Faculty
☒ Sabrina Jimenez, Faculty
☒ David Liu, Faculty
☒ Giovanni Sosa, Dean IERP
☒ Iris Kern-Foster, Faculty

☒ Thalia Radillo, Student Senate
☐ Stu. Serv Faculty, Open

Action Items

| Item, Presenter, Time | Notes | SD# | SEG# | Proposed Action |
|--|--|-----|------|---|
| April 13, 2023, Minutes, Keith Wurtz, 5 min | Add Thalia Radillo, Student Senate as student senate rep | 4 | | Minutes approved as written |
| Review the Committee Charge and Membership, 10 min | Committee reviewed the charge and made one minor change. | 4 | | |
| Introduction to the new ACCJC Standards, 20 minutes | Keith reviewed the new standards and changes. Reduced from 120 to 30 standards. Narrative is 60-70 pages meaning that each standard will be approximately two pages of narrative only. | 4.5 | | |
| Review the new ACCJC Standards, 20 minutes | | 4,5 | | Do group activity at next meeting |
| Review the Institutional Set Standards, Keith Wurtz, 40 min | Keith reviewed the ISSs and stretch goals. Provided updates where available. | 1-5 | 1-5 | Keith will bring updated ISS data when available. |
| Outcomes Cloud Revisions and Update, Giovanni Sosa, 15 minutes | Not using the Outcomes Cloud for the SAO data. This was recommendation from ACCJC. IERP has developed a work around. | 1-5 | 1-5 | Talk to Luke about needed changes |
| Midterm report is Due October 15, 2024, Keith 5 minutes | | | | |

IEAOC 2023-2024 Committee Accomplishments

| Topic | SD# | SEG# |
|-------|-----|------|
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Mission Statement: The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

Vision Statement: To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.

Institutional Values: We rely on the following values to support our vision and mission:

- Respect: To champion active listening and open dialogue within our community.
- Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.
- Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.
- Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.
- Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience.
- Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.

STRATEGIC DIRECTIONS

- | | |
|---|---|
| 1. Increase Student Enrollment | 4. Develop a Campus Culture that Engages Students, Employees, and the Broader Community |
| 2. Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability | 5. Foster and Support Inquiry, Accountability, and Campus Sustainability |
| 3. Increase Student Success and Equity | |

STUDENT EQUITY GOALS

1. Increase the percentage of African American/Black students who apply and enroll at CHC in the same year.
2. Increase the percentage of African American/Black students persisting from fall to spring.
3. Increase the percentage of Hispanic/Latinx students completing transfer level Math and English.
4. Increase the percentage of African American/Black students' degree or certificate attainment.
5. Increase the percentage of Hispanic/Latinx students transferring to a four-year institution.

IEAOC 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. 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 and maintain an easy to use and meaningful college assessment plan
 - 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 the 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 the committee’s recommendations.
- We will accept the fact that there will be differing opinions.
- We will use the best interests 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