

# Institutional Effectiveness, Accreditation, and Outcomes Committee - Agenda

**Date: March 27, 2025**  
**Time: 2:00 p.m. – 4:00 p.m.**  
**Location: CCR-233**

## Members:

- ☐ Keith Wurtz, VPI/ALO Chair
- ☐ Danielle Bell, Faculty
- ☐ Delmy Spencer, VPSS
- ☐ Giovanni Sosa, Dean IERP
- ☐ Ivan Pena, Student Ser. Dean

- ☐ Jeff Smith, Inst. Dean
- ☐ Julie McKee, CTA Rep
- ☐ Mike Strong, VPAA
- ☐ Alex Beechko, Faculty
- ☐ Diana Vaichis, CSEA
- ☐ Karen Peterson, CSEA

- ☐ Sabrina Jimenez, Faculty
- ☐ Samantha Terriquez, Student Senate
- ☐ Veronica Arrowood, Classified Senate

## Action Items

Item, Presenter, Time	Notes	SD#	SEG#	Proposed Action
March 13, 2025, Minutes, Keith Wurtz, (5 min)		4		
Review the Annual ACCJC Report and ACCJC Fiscal Report, Keith, Mike, and Gio 30 min		1-5	1-5	
Review the ACCJC Required <a href="#">Storytelling website</a> approach, and score the rubric, Keith, Gio, and Diana 20 min		1-5	1-5	
Review assignments for the writing of the Standards I and II to begin in Spring 2025, Keith, (20 min)	Standard I: <ul style="list-style-type: none"> <li>• Crafton Council (1.2, 1.3, 1.5): Keith – Scheduled</li> <li>• President's Cabinet (Standards 1.4): Gio – In Progress</li> <li>• CHC Budget (Standards 1.4): Veronica?</li> <li>• CHC EMP (Standards 1.1, 1.2, 1.3, 1.4, 1.5): Keith – Scheduled</li> <li>• CHC ESC (Standards 1.2, 1.3, 1.5): Gio – In Progress</li> <li>• CHC IEAOC (Standards 1.1, 1.2, 1.3, 1.5): Gio/Keith – Scheduled</li> <li>• CHC PPR (Standards 1.2, 1.3, 1.4): Gio – In Progress</li> <li>• CHC PD (Standards 1.3): Diana – In Progress</li> </ul>	1-5	1-5	

	<ul style="list-style-type: none"> <li>•CHC SEAC (Standards 1.1, 1.2, 1.3): Ivan – Scheduled</li> <li>•CHC DE (Standards 1.3): Alex – In Progress</li> <li>•CHC Dual Enrollment (Standards 1.3): Sabrina/Dani – In Progress</li> <li>•CHC Chairs (Standards 1.3, 1.4): Sabrina/Dani – Scheduled</li> <li>•CHC Honors (Standards 1.3, 2.8): Jeff – In Progress</li> <li>•CHC VESPA (Standards 1.1, 1.3): Sabrina – Scheduled</li> </ul> <p>Standard II:</p> <ul style="list-style-type: none"> <li>•Crafton Council (Standards 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9): Keith</li> <li>•President’s Cabinet (Standards 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9): Gio</li> <li>•CHC ESC (2.1, 2.2, 2.4, 2.5, 2.6, 2.7, 2.9): Gio</li> <li>•CHC PPR (2.1, 2.2, 2.5, 2.9): Keith</li> <li>•CHC PD (2.6, 2.7, 2.8) Diana</li> <li>•CHC Safety (2.8): Jeff</li> <li>•CHC SEAC (2.4, 2.5, 2.6, 2.7, 2.8): Ivan</li> <li>•CHC Tech Planning (2.4): Jeff</li> <li>•CHC DE (2.1, 2.2, 2.5, 2.6, 2.7) Alex</li> <li>•CHC Dual Enrollment (2.4): Sabrina</li> <li>•CHC Chairs (2.1, 2.2, 2.3, 2.5, 2.6, 2.7, 2.9): Sabrina</li> <li>•CHC Curriculum (2.1, 2.2, 2.3, 2.5, 2.6, 2.7, 2.9): Keith</li> <li>•CHC Honors (2.8): Jeff</li> <li>•CHC Student Services Council (2.4, 2.5, 2.6, 2.7, 2.8, 2.9): Gio</li> </ul>			
Review the timeline for writing the ISER – Due December 15, 2026, Keith, 15 min		1-5	1-5	

IEAOC 2024-2025 Committee Accomplishments		
Topic	SD#	SEG#
Completed the setting of ILO and GEO targets	I-5	1-5
Completed the alignment of standards to committees to facilitate the writing of the standards	I-5	1-5
Completed and submitted the Mid-Term Report	I-5	1-5
Completed the assignment of faculty and staff to facilitate collection of ACCJC Standards I and II to write the self-evaluation	I-5	1-5

<p><b>Mission Statement:</b> 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.</p>	
<p><b>Vision Statement:</b> 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.</p>	
<p><b>Institutional Values:</b> We rely on the following values to support our vision and mission:</p> <ul style="list-style-type: none"> <li>• Respect: To champion active listening and open dialogue within our community.</li> <li>• Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.</li> <li>• Diversity &amp; Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.</li> <li>• Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.</li> <li>• Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience.</li> <li>• 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.</li> </ul>	
<p><b>STRATEGIC DIRECTIONS</b></p> <ol style="list-style-type: none"> <li>1. Increase Student Enrollment</li> <li>2. Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability</li> <li>3. Increase Student Success and Equity</li> </ol>	<ol style="list-style-type: none"> <li>4. Develop a Campus Culture that Engages Students, Employees, and the Broader Community</li> <li>5. Foster and Support Inquiry, Accountability, and Campus Sustainability</li> </ol>
<p><b>STUDENT EQUITY GOALS</b></p> <ol style="list-style-type: none"> <li>1. Increase the percentage of African American/Black students who apply and enroll at CHC in the same year.</li> <li>2. Increase the percentage of African American/Black students persisting from fall to spring.</li> <li>3. Increase the percentage of Hispanic/Latinx students completing transfer level Math and English.</li> <li>4. Increase the percentage of African American/Black students' degree or certificate attainment.</li> <li>5. Increase the percentage of Hispanic/Latinx students transferring to a four-year institution.</li> </ol>	
<p><b>IEAOC COMMITTEE CHARGE</b></p>	

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.
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 outcome assessment process for the purpose of improvement.
  - d. Coordinate training for faculty, staff, and management with regard to outcomes and their assessment.
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 on 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.

#### **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.
- We will report back to our constituent groups.