

# Institutional Effectiveness, Accreditation, and Outcomes Committee - Agenda

Date: September 25, 2025  
Time: 2:30 p.m. – 3:30 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  
☐ Karen Peterson, CSEA Rep  
☐ Mike Strong, VPAA  
☐ Alex Beechko, Faculty

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

## Action Items

Item, Presenter, Time	Notes	SD#	SEG#	Proposed Action
September 11, 2025, Minutes, Keith Wurtz, (5 min)		4		
Review the timeline for writing the ISER – Due December 15, 2026 (15 min)		1-5	1-5	
Institutional Data / Home Page, Gio (15 min)		1-5	1-5	
Develop plan for reviewing drafts of Standards I and II. Focus on collecting evidence. (15 min)	<u>Standard I:</u> <ul style="list-style-type: none"> <li>• Crafton Council (1.2, 1.3, 1.5): Keith</li> <li>• President's Cabinet (Standards 1.4): Gio</li> <li>• CHC Budget (Standards 1.4): Mike</li> <li>• CHC EMP (Standards 1.1, 1.2, 1.3, 1.4, 1.5): Gio</li> <li>• CHC ESC (Standards 1.2, 1.3, 1.5): Keith</li> <li>• CHC IEAOC (Standards 1.1, 1.2, 1.3, 1.5): Keith</li> <li>• CHC PPR (Standards 1.2, 1.3, 1.4): Gio – In Progress</li> <li>• CHC PD (Standards 1.3): Diana</li> <li>• CHC SEAC (Standards 1.1, 1.2, 1.3): Ivan</li> <li>• CHC DE (Standards 1.3): Cynthia</li> <li>• CHC Dual Enrollment (Standards 1.3): Keith</li> </ul>	1-5	1-5	

	<ul style="list-style-type: none"> <li>•CHC Chairs (Standards 1.3, 1.4): Keith</li> <li>•CHC Honors (Standards 1.3, 2.8): Jeff</li> </ul> <p><u>Standard II:</u></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): Keith</li> <li>•CHC PPR (2.1, 2.2, 2.5, 2.9): Gio</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) Cynthia</li> <li>•CHC Dual Enrollment (2.4): Keith</li> <li>•CHC Chairs (2.1, 2.2, 2.3, 2.5, 2.6, 2.7, 2.9): Keith</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> </ul> <p>CHC Student Services Council (2.4, 2.5, 2.6, 2.7, 2.8, 2.9): Gio</p>			
<p>Review assignments for the writing of the Standards III and IV (Prioritize over Standards I and II). to begin in Fall 2025. Focus on the collection of evidence. Link to collect information: <a href="#">GatheringNarrativeAndEvidenceAllStandards.docx</a>. Keith, (20 min)</p>	<p><u>Standard III:</u></p> <ul style="list-style-type: none"> <li>•Chancellor's Council (3.1,3.3): Kristina / Keith</li> <li>•Chancellor's Council (3.10): Nohemy / Keith</li> <li>•CHC / District Budget Advisory (3.4,3.5,3.6,3.7): Mike</li> <li>•TESS (3.8,3.9): Mike – 3.8 Completed,</li> <li>•District HR DEI (3.2,3.3): Delmy</li> <li>•CHC Budget (3.4,3.5,3.6,3.7): Mike</li> <li>•CHC PD (3.1,3.2): Diana</li> <li>•CHC Safety (3.10): Mike</li> <li>•CHC Tech Plan (3.8,3.9): Mike</li> </ul> <p><u>Standard IV:</u></p> <ul style="list-style-type: none"> <li>•BOT / Chancellor's Council (4.4,4.5,4.6): Nohemy / Keith</li> <li>•District Budget Advisory (4.4): Mike</li> <li>•Crafton Council (4.2): Keith – 4.2 Completed.</li> </ul>	I-5	1-5	

	<ul style="list-style-type: none"> <li>• PPR (4.1,4.3): Gio</li> <li>• SEAC (4.3): Delmy</li> <li>• CHC Chairs (4.1,4.2,4.3): Keith</li> <li>• Curriculum (4.1): Keith</li> <li>• Student Senate (4.2): Ivan Pena</li> <li>• Classified Senate (4.2): Karen / Veronica</li> <li>• Academic Senate (4.2): Keith</li> </ul>			
Outcomes Cloud Revisions and Update, Giovanni Sosa, 5 min		1-5	1-5	

IEAOC 2025-2026 Committee Accomplishments		
Topic	SD#	SEG#

**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**

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

#### **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 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 qualifies 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