

Institutional Effectiveness, Accreditation, and Outcomes Committee - Minutes		Date: November 13, 2025 Time: 2:30 p.m. – 3:30 p.m. Location: CCR-233		
Members: <input checked="" type="checkbox"/> Keith Wurtz, VPI/ALO Chair <input type="checkbox"/> Danielle Bell, Faculty <input checked="" type="checkbox"/> Delmy Spencer, VPSS <input type="checkbox"/> Giovanni Sosa, Dean IERP <input checked="" type="checkbox"/> Ivan Pena, Student Ser. Dean		<input checked="" type="checkbox"/> Jeff Smith, Inst. Dean <input type="checkbox"/> Julie McKee, CTA Rep <input checked="" type="checkbox"/> Karen Peterson, CSEA Rep <input type="checkbox"/> Mike Strong, VPAA <input type="checkbox"/> Diana Vaichis,		<input checked="" type="checkbox"/> Sabrina Jimenez, Faculty <input type="checkbox"/> Samantha Terriquez, Student Senate <input checked="" type="checkbox"/> Veronica Arrowood, Classified Senate
Action Items				
Item, Presenter, Time	Notes	SD#	SEG#	Proposed Action
September 25, 2025, Minutes, Keith Wurtz, (5 min)	Minutes approved as written.	4		
Review the revised timeline for writing the ISER – Due December 15, 2026 (15 min)	Members reviewed the ISER timeline. 10/8/26 First Read, Board of Trustees. 11/05/26 Second Read, Board of Trustees. Due 12/15/26	1-5	1-5	
Institutional Data / Home Page, Gio (5 min)	No update provided. Gio was not in attendance.	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">• Crafton Council (1.2, 1.3, 1.5): Keith• President’s Cabinet (Standards 1.4): Gio• CHC Budget (Standards 1.4): Mike• CHC EMP (Standards 1.1, 1.2, 1.3, 1.4, 1.5): Gio• CHC ESC (Standards 1.2, 1.3, 1.5): Keith• CHC IEAOC (Standards 1.1, 1.2, 1.3, 1.5): Keith• CHC PPR (Standards 1.2, 1.3, 1.4): Gio – In Progress• CHC PD (Standards 1.3): Diana• CHC SEAC (Standards 1.1, 1.2, 1.3): Ivan• CHC DE (Standards 1.3): Cynthia• CHC Dual Enrollment (Standards 1.3): Keith• CHC Chairs (Standards 1.3, 1.4): Keith• CHC Honors (Standards 1.3, 2.8): Jeff <u>Standard II:</u>	1-5	1-5	

	<ul style="list-style-type: none"> • Crafton Council (Standards 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9): Keith • President's Cabinet (Standards 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9): Gio • CHC ESC (2.1, 2.2, 2.4, 2.5, 2.6, 2.7, 2.9): Keith • CHC PPR (2.1, 2.2, 2.5, 2.9): Gio • CHC PD (2.6, 2.7, 2.8) Diana • CHC Safety (2.8): Jeff • CHC SEAC (2.4, 2.5, 2.6, 2.7, 2.8): Ivan • CHC Tech Planning (2.4): Jeff • CHC DE (2.1, 2.2, 2.5, 2.6, 2.7) Cynthia • CHC Dual Enrollment (2.4): Keith • CHC Chairs (2.1, 2.2, 2.3, 2.5, 2.6, 2.7, 2.9): Keith • CHC Curriculum (2.1, 2.2, 2.3, 2.5, 2.6, 2.7, 2.9): Keith • CHC Honors (2.8): Jeff • CHC Student Services Council (2.4, 2.5, 2.6, 2.7, 2.8, 2.9): Gio 			
<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: GatheringNarrativeAndEvidenceAllStandards.docx. Keith, (20 min)</p>	<p><u>Standard III:</u></p> <ul style="list-style-type: none"> • Chancellor's Council (3.1-3.3): Kristina / Keith - Drafted • Chancellor's Council (3.10): Nohemy / Keith • CHC / District Budget Advisory (3.4,3.5,3.6,3.7): Mike • TESS (3.8,3.9): Mike – 3.8 Completed, • District HR DEI (3.2,3.3): Delmy - Drafted • CHC Budget (3.4,3.5,3.6,3.7): Mike • CHC PD (3.1,3.2): Diana • CHC Safety (3.10): Mike • CHC Tech Plan (3.8,3.9): Mike - 3.8 Completed, <p><u>Standard IV:</u></p> <ul style="list-style-type: none"> • BOT / Chancellor's Council (4.4,4.5,4.6): Nohemy / Keith - Drafted • District Budget Advisory (4.4): Mike • Crafton Council (4.2): Keith – 4.2 Completed. • PPR (4.1,4.3): Gio • SEAC (4.3): Delmy 	1-5	1-5	

	<ul style="list-style-type: none"> •CHC Chairs (4.1,4.2,4.3): Keith •Curriculum (4.1): Keith •Student Senate (4.2): Ivan •Classified Senate (4.2): Karen / Veronica •Academic Senate (4.2): Keith 			
Outcomes Cloud Revisions and Update, Giovanni Sosa, 5 min	No update.	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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| <ol style="list-style-type: none"> 1. Increase Student Enrollment 2. Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability 3. Increase Student Success and Equity | <ol style="list-style-type: none"> 4. Develop a Campus Culture that Engages Students, Employees, and the Broader Community 5. Foster and Support Inquiry, Accountability, and Campus Sustainability |
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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 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