

# Institutional Effectiveness, Accreditation, and Outcomes Committee - Minutes

## Meeting Details

**Date:** February 26, 2026

**Time:** 2:30 p.m. - 3:30 p.m.

**Location:**

<https://cccconfer.zoom.us/j/9093893202?pwd=T1lySG9kdE5iSzh6N3p2RVV2RzVTUT09>

## Acronyms used in this agenda

- SD# = Strategic Direction number(s)
- SEG# = Student Equity Goal number(s)

## Members (Attendance)

Enter P (present) or A (absent) in the Attendance column.

Attendance (P/A)	Member	Role / Representation
P	Keith Wurtz	VPI / ALO / Chair
	Danielle Bell	Faculty
	Delmy Spencer	VPSS
P	Giovanni Sosa	Dean IERP
P	Ivan Pena	Student Services Dean
P	Jeff Smith	Instructional Dean
	Julie McKee	Faculty
P	Karen Peterson	CSEA Rep
P	Mike Strong	VPAA
P	Diana Vaichis	Classified Professional
P	Sabrina Jimenez	Faculty
	Samantha Terriquez	Student Senate
	Veronica Arrowood	Manager
P	Jared Shaw (Guest)	LAEP Student Research Scholar

## Action Items

Item, presenter, time	Minutes	SD#	SEG#	Proposed action / next steps
February 12, 2026, Minutes, Keith (5 min)		4		
Review the progress on the ISER, Keith (10 min)		1-5	1-5	
Review the ISER timeline, Keith (10 min)		1-5	1-5	
Provide input on the <a href="#">required documentation portion</a> of the ISER, Keith (30 min)	Members were separated into teams and worked on the required documentation portion of the ISER.  Appendix 1 – Gio, Diana and Jared Standard 1 – Karen, Jeff & Sabrina Standard II – Delmy & Ivan Standard III & IV - Mike	1-5	1-5	
Institutional Data / Home Page, Gio (5 min)		1-5	1-5	
Outcomes Cloud Revisions and Update, Giovanni Sosa, 5 min		1-5	1-5	

## IEAOC 2025-2026 Committee Accomplishments

Use this section to capture accomplishments discussed during the year.

Topic	SD#	SEG#

## College Mission, Vision, and Values

### 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

- **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
2. Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability
3. Increase Student Success and Equity
4. Develop a Campus Culture that Engages Students, Employees, and the Broader Community
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 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 Membership**

- Accreditation Liaison Officer (co-chair)
- Vice President, Instruction or designee
- Vice President, Student Services or designee
- Vice President, Administrative Services or designee
- Dean, Institutional Effectiveness, Research and Planning
- Two Deans (including one each from Instruction and Student Services,)
- Up to five faculty (one from each division, at least one from an occupational program, and at least one from student services)
- Up to four Classified Professionals (2 Classified Senate representative and 2 CSEA representatives)
- Up to four Student Senate appointees

Term: Two Years (for appointees)

## **IEAOC Norms (2025-2026)**

- 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

### **Accessibility checklist for editors**

- Use built-in heading styles (Heading 1, Heading 2, etc.) instead of manually bolding/underlining.
- Write full words the first time you use an acronym; avoid unexplained abbreviations.
- Use tables only for data; include a clear header row; avoid merged cells where possible.
- If you add links, use descriptive link text (not “click here”).
- If you add images, charts, or logos, include concise alt text and ensure information is not conveyed by color alone.
- Exporting to PDF: use “Save As PDF” (not print-to-PDF) and verify that text is selectable and headings/tags are preserved.