Institutional Effectiveness, Accreditation, and Outcomes Committee - Minutes

Meeting Details

Date: September 10, 2026

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

Location: CCR-233

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
P	Chloe De Los Reyes	Faculty
A	Danielle Bell	Faculty
P	Delmy Spencer	VPSS
P	Diana Vaichis	CSEA Rep
P	Giovanni Sosa	Dean IERP
P	Jeff Smith	Instructional Dean
P	Julie McKee	Faculty
A	Karen Peterson	Classified Professional
A	Mike Strong	VPAA
P	Sabrina Jimenez	Faculty
A	Veronica Arrowood	Manager
P	Willie Blackmon	Dean

Action Items

Item, presenter, time	Minutes	SD#	SEG#	Proposed action / next steps
April 23, 2026, Minutes, Keith (5 min)	Minutes approved as written.	4		
Review charge, membership and norms, Keith (5 min)	Charge, membership and norms were reviewed. No changes made.	1-5	1-5	
Review and discuss the IEAOC Committee Self-Evaluation Results, Keith (5 min)	IEAOC committee self-evaluation results from last semester were shared and discussed. Significant accomplishments with the ISER were mentioned along with Keith needing to delegate more.	1-5	1-5	
Discuss moving committee meeting to after 3PM M-TH, Friday's, or at 8AM, Keith, 10 min	Kristen Clements discussed changes that may be necessary with meeting times to allow more faculty availability to attend meetings. 3 pm meeting times, Monday through Thursday and Fridays were mentioned.	1-5	1-5	Kristen to discuss again later in the semester.
Review the progress on the ISER, Keith (5 min)	ISER is now complete and will go to October board for first read.	1-5	1-5	
Review the ISER timeline, Keith (5 min)	Reviewed ISER, 79 pages in total. Mark Snowhite helped with editing.	1-5	1-5	
Review the Institutional Data Website using the ACCJC Rubric, Gio and Keith, (15 min)	Gio gave a brief overview and shared where the Campus Data can be found on the CHC website.	1-5	1-5	
Outcomes Cloud Revisions and Update, Giovanni Sosa, 5 min	Gio reviewed with the members on the User Interface which is updated at the start of the semester, at the eight-week mark and the end of the semester. Tess working on having this update daily. Discussed the Institutional Data dashboard. Degrees and Certificates still need to be updated for 25-26 .	1-5	1-5	

IEAOC 2026-2027 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 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 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 (2026-2027)

- 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