

New Full Time Faculty Orientation

Prepared and Presented by

Dr. Kevin Horan, President

Dr. Keith Wurtz, Vice President of Instruction



Agenda: 9:00AM – 10:45AM

- 9:00AM 9:30AM: Continental Breakfast and Get to Know You Activity
- 9:30AM 9:45AM: Introduction from Kevin
- 9:45AM 10:45AM: Instructional Items
 - Fraudulent Students
 - Education Code
 - AB607 Estimated Cost Per Section
 - Common Course Numbering
 - Dropping Students Prior to Census
 - Finals Week
 - FW Grade
 - Submitting Grades
 - Compressed Calendar



Agenda: 10:45AM – 1:00PM

- 10:45AM 11:00AM: Break
- 11:00AM 11:15AM: Get to Know You Activity
- 11:15AM 12:00PM: Instructional Support and Development
 - Academic Senate
 - Professional Development / Flex
 - One Book / One College
 - STEM Center / MESA
 - Tutoring Center
 - Library
 - Dual Enrollment
- 12:00PM 1:00PM Lunch



Agenda: 1:00PM

- 1:00PM 2:00PM: Student Support Services and Tour
- 2:00PM 2:30PM: Student Learning Outcomes
- 2:30PM 2:40PM: Break
- 2:40PM 3:00PM: Planning and Program Review
- 3:00PM 4:00PM: Diversity, Equity, Inclusion, and Anti-Racism



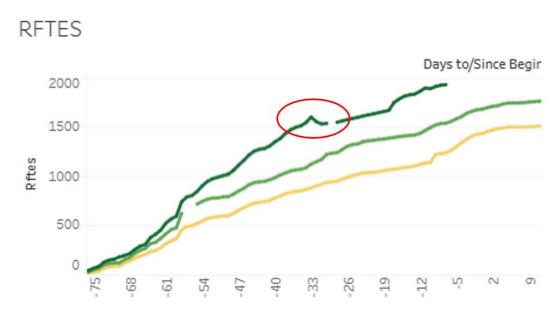
Get to know You activity:

- Find your buddy and enjoy breakfast while getting to know each other
- After breakfast you and your buddy will come up and introduce each other to the group
- Things you may want to know (just suggestions)
 - Name where they are from / where do they live
 - What are they teaching at CHC
 - What hobbies do they have or what do they do for fun
 - Any fun or interesting facts about your buddy



Spring 2025 Fraudulent Students

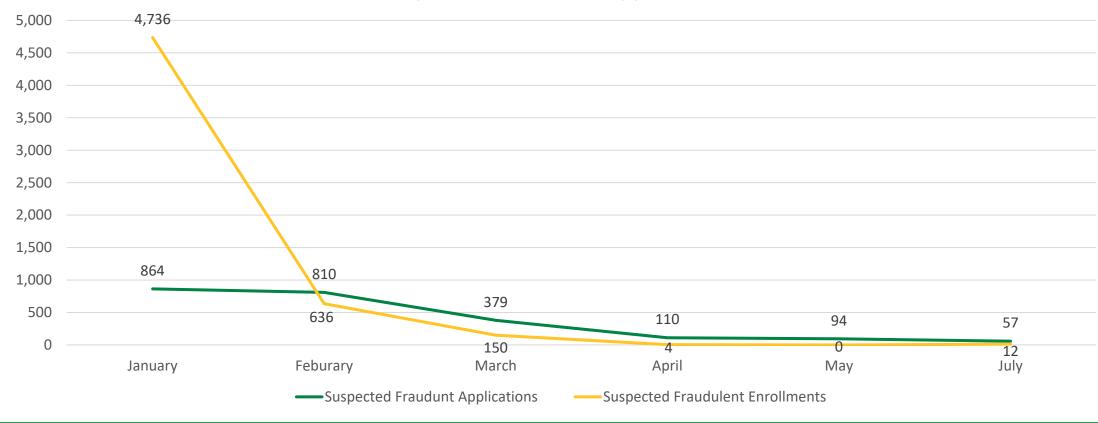
- On December 19, 2024, 500 fraudulent students were identified
- The Resident FTES enrollments decreased from 1,599 to 1,530, a decrease of 69 RFTES (4%)





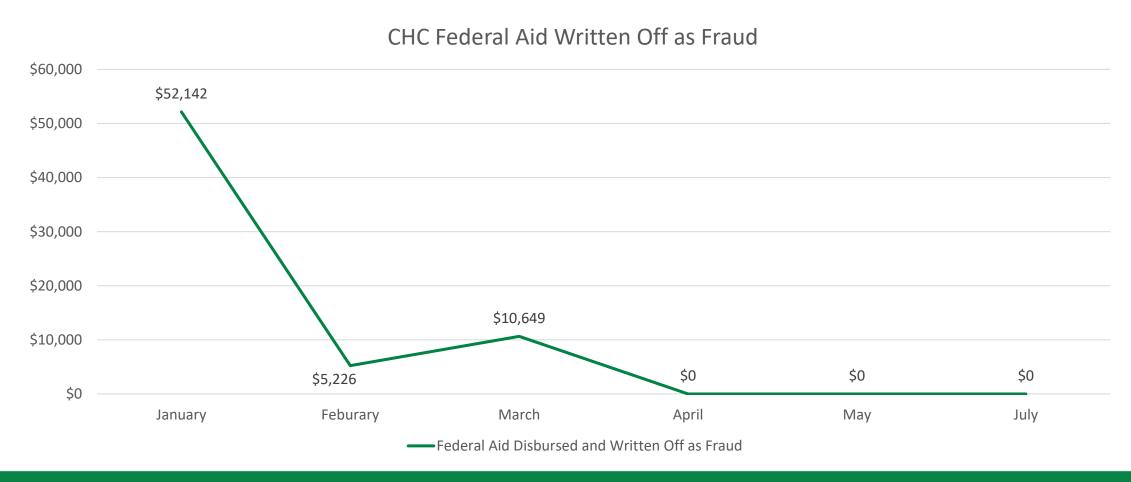
January - July 2025 Suspected Fraudulent Student Applications and Enrollments

CHC Fraudulent Suspected Fraudulent Applications and Enrollments





January - July 2025 Federal Aid Written Off as Fraud





What to look for in your online classes to identify fraudulent students?

- Students who give the same or similar answers on discussion posts with a possible 'same format.'
- Student comments where there may be a [bracket] as a placeholder for key words that would identify the institution.
- The comments appear to be 'machine generated.'
- Any work that is a required assignment the student does not complete.



How you can help identify fraudulent students in your online classes?

- Assign a low-stakes participation activity or discussion post early in the semester
- Check in with each student early in the semester
- Make sure all students are participating in the course by checking their time spent in Canvas



What to do if you think one of your students is a fraudulent student?

- Contact Larry Aycock (laycock@craftonhills.edu), Director of Admissions and Records, and cc your dean.
- Admissions and Records and TESS will work together to verify the students.
- Do not drop the student at this time.



Dropping Inactive Students (More information to come) helps to combat fraud

 This is a reminder to drop any inactive students in your sections prior to the census date



Dropping Students Prior to Census: What do I need to do?

- Assess your student's activity through attendance tracking and/or in Canvas to identify inactive students.
 - Inactive students include those that have not signed in, those who have not recently signed in, those who have never completed an assignment, and those who have not recently completed an assignment.
- To drop an inactive student, sign in to <u>Self-Service</u>, and drop the student.



Dropping Inactive Students is Required

 Please note that section <u>58004</u> of Title 5 states that students who have been identified as a no-show or who are inactive are required to be dropped prior to the census date. Thus, faculty are required to clear their rosters of inactive/no-show students before the census date.

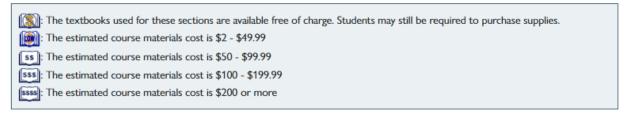


AB607 – Estimated Cost Per Section (Spring 2025)

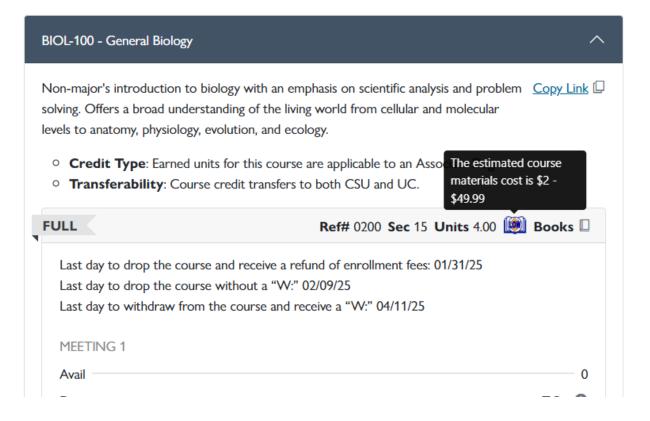
- AB607 requires us to "prominently display...that may include a link to a sperate internet web page the estimated costs for each [section] all required course materials and fees" within the following timeline:
 - 40 percent by January 1, 2025,
 - 55 percent by January 1, 2026
 - 65 percent by January 1, 2027
 - 75 percent by January 1, 2028
- Currently, Crafton in Spring 2025 is prominently displaying the estimated cost for each section in 88% of the class sections.



eSchedule

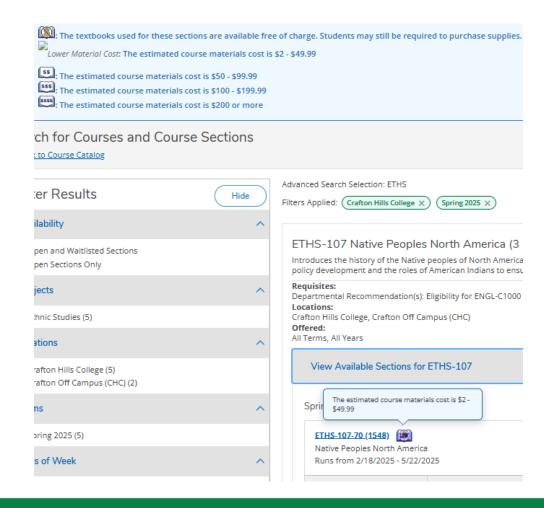


Courses: 16 | Sections: 16





Self-Service





Purpose of Common Course Numbering

- Create a shared "course language" so equivalent classes have the same number/title across colleges—easy to recognize and compare.
- Reduce credit loss and repeated coursework when students transfer or move, speeding time-to-degree and lowering costs.
- Advance equity and completion by removing administrative barriers that disproportionately slow mobile and first-gen students.



Common Course Numbering in Fall 2025

 Phase I involves developing Common Course Numbers for the following set of high enrollment courses

Current Course	Course Title	New Course	
COMMST-100	Introduction to Public Speaking	COMM-C1000	
COMMST-100H	Introduction to Public Speaking-Honors	COMM-C1000H	
ENGL-101	Academic Reading & Writing	ENGL-C1000	
ENGL-101H	Academic Reading & Writing-Honors	ENGL-C1000H	
ENGL-102	Critical Thinking & Writing	ENGL-C1001	
ENGL-102H	Critical Thinking & Writing-Honors	ENGL-C1001H	
POLIT-100	American Government and Politics	POLS-C1000	
POLIT-100H	American Government and Politics-Honors	POLS-C1000H	
PSYCH-100	Introduction to Psychology	PSYC-C1000	
PSYCH-100H	Introduction to Psychology-Honors	PSYC-C1000H	



Common Course Numbering in Fall 2025 – Prefix Changes

 Phase I involved developing Common Course Numbers for the following set of high enrollment courses

Current Discipline	New Discipline	Number of Courses to change Prefixes
COMMST	COMM	12
ENGL	ENGL	0
POLIT	POLS	4
PSYCH	PSYC	7



Common Course Numbering Phase II Courses

Discipline	Number of Courses
Art	2
Astronomy	2
Biology	3
Chemistry	6
Child Development	1
Communication Studies	1
Economics	2
English	2
History	2
Math	2
Sociology	1



Finals Week

Classes need to meet for their regularly scheduled times and days during finals week

If regularly meet MW from 6PM to 7:20PM, then...

During finals week, the class needs to meet on both Monday and Wednesday from 6PM to 7:20PM

Remember that your class ends on the stated end date



Enhancing Student Support through Accurate Assessment: FW Grade

- Academic Senate recommended to implement the FW Grade for Fall 2024
 - In pursuit of educational equity, Crafton would like to refine our assessment methods to accurately gauge student progress, recognizing the limitations of a simplistic "F" grade for students who disengage.
 - Utilizing the "FW" grade, coupled with faculty and student insights, enables us to differentiate between students struggling with course content versus those who have disengaged for other reasons.
 - This approach expands Crafton's ability to offer targeted interventions tailored to individual student needs, enhancing the likelihood of academic success.
 - By adopting the "FW" grade, Crafton is not only acknowledging students' challenges but also endeavoring to address underlying issues to support their educational journey effectively.



Understanding the FW Grade

- The "FW" grade is outlined in Title 5 to differentiate between two critical scenarios:
 - Incomplete Mastery: Students who fulfill course requirements and complete the final examination but do not fully master the course objectives
 - Non-Engagement: Students who fail to attend/participate in assignments neglect the final examination, and do not withdraw from the course
- Clarification: Addressing the "F" vs. "FW" Grade
 - An "F" grade indicates that a student attended, participated in, and completed the course but failed to master the curriculum.
 - An "FW" grade signifies that a student ceased attending/participating in the course after the withdrawal deadline and subsequently did not fulfill any course requirements or participate in examinations. This may occur even after initially meeting attendance/participation criteria outlined in the syllabus, leading to failure due to incomplete coursework/assignments.
- Both grades carry equivalent weight, with a value of zero grade points.



Implications and Benefits of the FW Grade

- Should faculty choose to utilize the "FW" grade, it would be assigned to students who fail to take the final exam and neglect to withdraw from the course.
- Both "F" and "FW" grades carry a grade point value of 0.
- The introduction of the FW grade enables the College to conduct further research and identify areas for improvement.
- Additionally, from a student perspective, their transcript would reflect failure to complete the course due to non-attendance at the final exam, rather than an inability to master the course objectives



Submission of Grades

- Make sure that your grades are submitted 5 business days after the section ends
- Submitting grades late can impact students financial aid and the ability to transfer



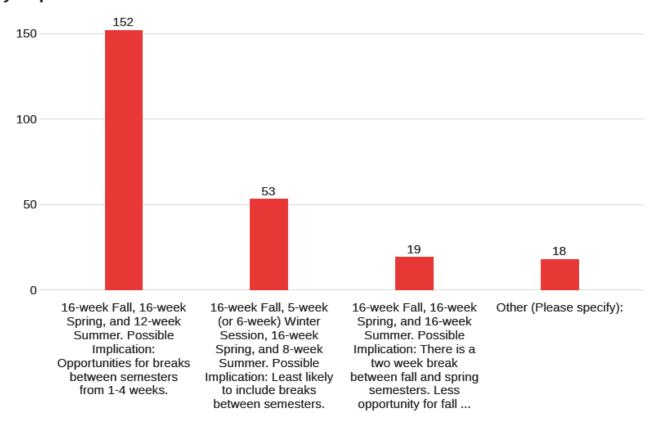
Compressed 16-Week Calendar beginning in Fall 2025

- Benefits of Compressed 16-Week Calendar
 - Research strongly indicates that students are more likely to be successfully in sections that are 16 weeks or less
 - Each semester, approximately 66% of students take less than 12 units, on average they take 7.2 units
 - A year-round approach toward education will enable students to progress towards their academic goals at a greater rate
 - Builds on Career and Academic Pathways and provides more opportunities for dual enrollment



Most of the respondents to the survey preferred a 16-week fall, 16-week spring and 12-week Summer Q5-If the District moves to a compressed calendar, which calendar would

Q5 - If the District moves to a compressed calendar, which calendar would you prefer?





Fall 2025 Compressed Calendar

2025-2026 ACADEMIC CALENDAR

FALL SESSION 2025 AUGUST 25 - DECEMBER 19



REGISTRATION FOR CLASSES

	16-Week Session 08/25 - 12/19	8-Week Session:1 08/25 - 10/18	8-Week Session: 2 10/20 - 12/19
Application Period Begins (Open CCC)	October 01, 2024		
Registration Period Begins	April 07, 2025		
Instruction Begins	August 25	August 25	October 20
Final Examinations	December 13-19	October 13-17	December 13-19
Instruction Ends	December 19	October 18	December 19
Grades due from Faculty	Grades are due 5 v	vorking days after the	last class.
2026 Commencement	May 15, 2026		

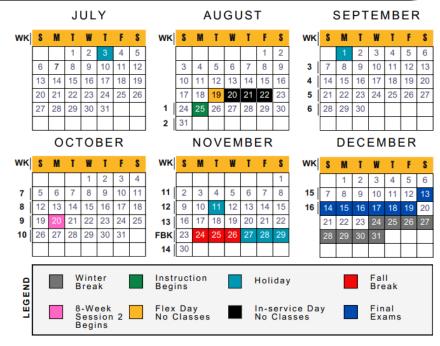
HOLIDAYS

Independence Day (Campus Closed)	July 4th, 2026 (Observed July 3)
Labor Day (Campus Closed)	September 1, 2025
Veterans Day (Campus Closed)	November 11, 2025
Thanksgiving (Campus Closed)	November 27-29,2025
Winter Break (Campus Closed)	December 24, 2025 - January 2, 2026

Weekend classes meet after Friday holidays and before Monday holidays unless designated as a holiday on this calendar.

OTHER IMPORTANT DATES

TBD
September 8, 2025
December 13-19, 2025
September 30, 2025
December 19, 2025



CAMPUS DRILLS

INSTRUCTIONAL FLEX DAYS

Emergency Drill	TBD	Flex D
The Great CA ShakeOut Earthquake	October 17, 2025	Faculty

August 19, 2025 y In-Service August 20-22, 2025

Updated 5.8.25

Spring 2026 Draft Calendar

2025-2026 ACADEMIC CALENDAR

SPRING SESSION 2026 JANUARY 20 - MAY 15



REGISTRATION FOR CLASSES

	16-Week Session 01/20 - 05/15	8-Week Session:1 01/20 - 03/14	8-Week Session: 2 03/23 - 05/15
Application Period Begins (Open CCC)	TBD		
Registration Period Begins	TBD		
Instruction Begins	January 20	January 20	March 23
Final Examinations	May 08 -14	March 09-14	May 08-14
Instruction Ends	May 14	March 14	May 14
Grades due from Faculty	Grades are due 5 v	vorking days after the	last class.
2026 Commencement	May 15, 2026		

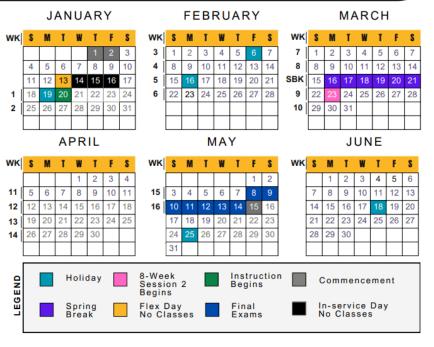
HOLIDAYS

Martin Luther King, Jr. Day (Campus Closed)	January 19, 2026
Lincoln's Birthday (Campus Closed)	February 6, 2026
Washington's Birthday (Campus Closed)	February 16, 2026
Memorial Day	May 25
Juneteenth (Campus Closed)	June 19, 2026 (Observed June 18)

Weekend classes meet after Friday holidays and before Monday holidays unless designated as a holiday on this calendar.

OTHER IMPORTANT DATES

January 20, 2026		
February 2, 2026		
May 9, 2026		
May 08-14, 2026		
February 28, 2026		
May 15, 2026		
Starts May 26, Ends August 14		



CAMPUS DRILLS

INSTRUCTIONAL FLEX DAYS

Emergency Drill	TBD	Flex Day	January 13, 2026
		Faculty In-Service	January 14-16, 2026

Updated 5.8.25

Summer 2026 Draft Calendar



Aug 2026

6 13 14

28

Jun 2026						
S	M	T	W	Т	F	S
S	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	24	25	26	27
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Jul 2026								
S	M	Т	W	T	F	S		
			1	2	3	4	WK	
5	6	7	8	9	10	11	WK	
12	13	714	15	16	17	18		
19	120	21	22	23	24	25		
26	27	28	29	30	31	5		

	5	IVI	- 1	VV	- 1	
VK12						
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	Г
	30	31				Г

Notes

- Summer starts on May 26.
- Summer would end on August 14.
- Flex and In-Service for Fall 2026
- would by August 18-21

 The Fall 2026 Term would start on August 24, two weeks after summer ends.

Getting to Know You

• Question: If you could have lunch with one person dead or alive, who would it be and why?



Instructional Support and Development







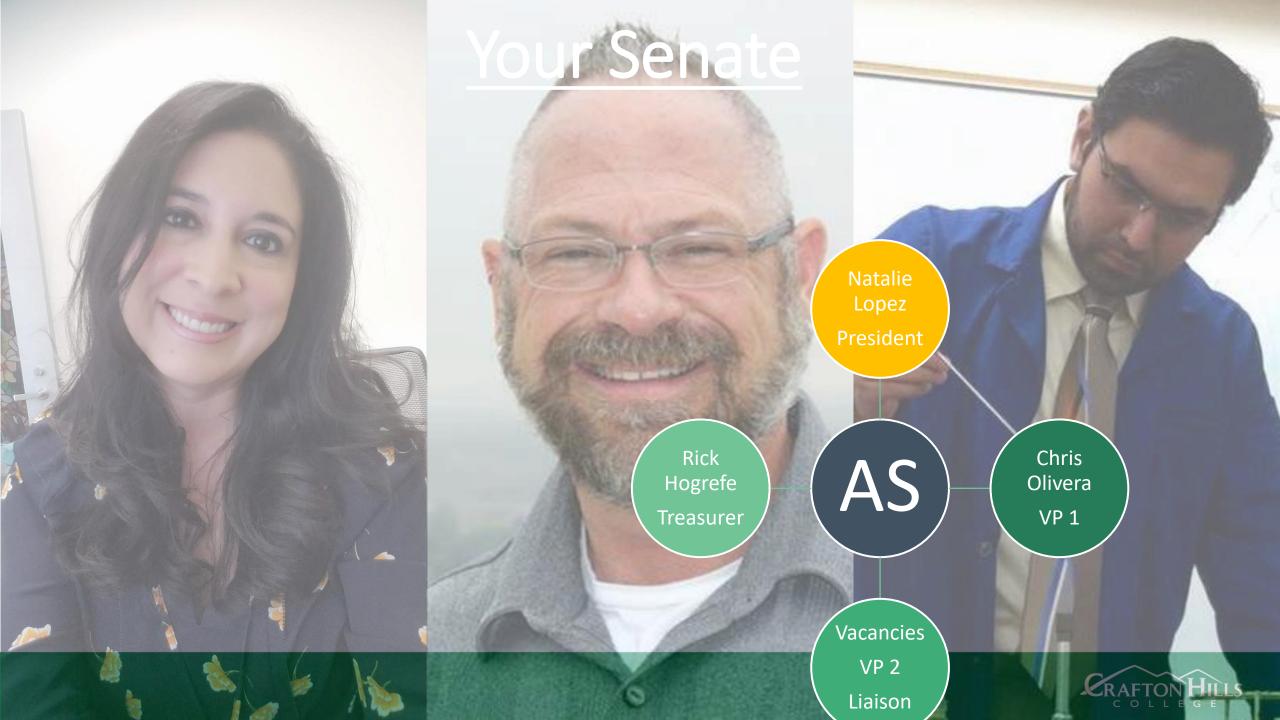
The 10 + 1

- 1. Curriculum
- 2. Degree and certificate requirements
- 3. Grading policies
- 4. Educational program development
- 5. Standards or policies regarding student preparation and success
- 6. District and college governance structures
- 7. Faculty roles and involvement in accreditation processes
- 8. Policies for faculty professional development activities
- 9. Processes for program review
- 10. Processes for institutional planning and budget development
- 11. Any other academic and professional matters

Academic Senate(s) (Title 5 Sections 53200-53206)

The Board or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.





Questions?

Nalopez
Colivera
Rhogrefe
@craftonhills.edu





Professional Development



FLEX Hours & Reporting

- Vision Resource Center
- Weekly Calendar
- Flex and In-service Days

Tenure Track Academy

DEI Training – ACUE & OFAR

Conference Funding

For questions contact:

Kashaunda Harris, kharris@craftonhills.edu or chcprofessionaldevelopment@sbccd.edu



Criteria for One Book / One College Book Selections

1 Addresses issues of Equity and Inclusion

Has a message that can develop empathy

Relevant to the current student population

Helps build community amongst students and employees

Interdisciplinary and accessible



Books and Resources

- Faculty wanting to use the book in their curriculum may pick up the book today.
- Save the OBOC website to check for updates.



Upcoming (1)

Past



The Boys of Riverside Kick Off Event!

Mon, Sep 15 • 12:00 PM

Free













STEM CENTER CNTL-218

The STEM Center is a learning resource center that provides academic support, transfer preparation, and career exploration in the fields of Science, Technology, Engineering & Mathematics within our Roadrunner community.

Faculty Benefits:

- Space for office hours or SI
- Access to student engagement outside of classroom
- Collaboration fo curriculum-linked activities

STEM Center





STEM CENTER RESOURCES





All students and faculty are welcome to take advantage of the many resources we have available in the STEM Center!

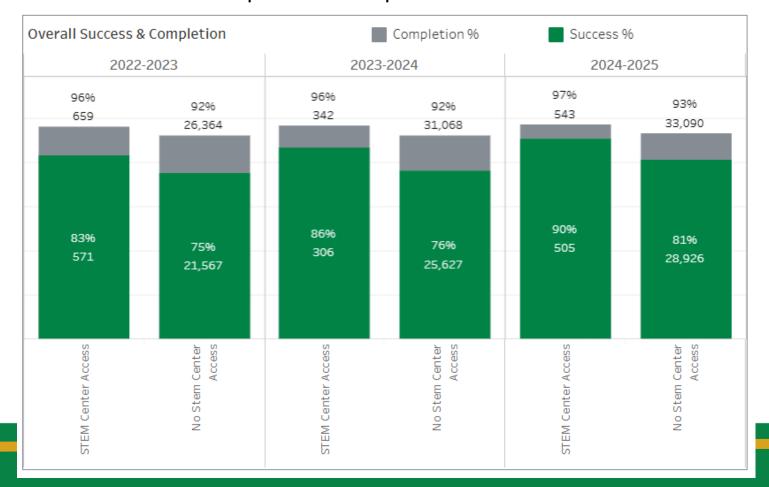




STEM CENTER USAGE STATISTICS



Overall, we see that students who used the STEM Center had higher rates of success and completion compared to students who did not access the STEM Center.



We also see these
outcomes when the
data is disaggregated
by gender,
race/ethnicity, age, and
financial aid status.



MESA PROGRAM

A student support program with the goal of advancing the educational success of students majoring in a calculus-based STEM field, especially those with disproportionately impacted backgrounds.

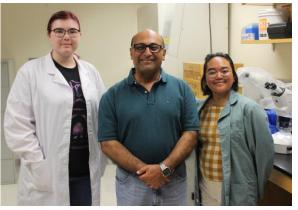


- First-generation college student
- Declared calculus-based STEM major
- Currently enrolled in 6+ units
 Have at least two (2) semesters remaining at CHC
 - Demonstrated financial or educational need

MESA Program



















SUPPORTING FACULTY



STEM/MESA prioritizes faculty support and engagement by serving as a collaborative partner to advance teaching excellence, student success, and DEIA initiatives.

Instructional Support

- Assistance with integrating active learning in STEM
- Supplemental instruction and tutoring services
- Guest speakers, field trips, hands-on research

Student Engagement & Retention

- Connecting students to resources early to reduce drop/withdraw rates
- Provide targeted outreach for at-risk students

Professional Development

- Workshops on culturally responsive STEM teaching
- Collaboration on conferences, advising opportunities, and grants





ADVANCING DEIA IN STEM



STEM/MESA is committed to advancing Diversity, Equity, Inclusion, and Accessibility in STEM by creating welcoming spaces, removing barriers to participation, and celebrating the diverse perspectives that strengthen innovation.

Diversity

Actively recruiting students from underrepresented groups in STEM

Equity

• Removing barriers through tutoring, mentoring, and material support (calculators, laptops, textbooks, etc.)

Inclusion

Creating safe, affirming spaces for students to collaborate and share their experiences

Accessibility

• Offering flexible learning support, adaptive technology, and staying up to date with DEIA initiatives





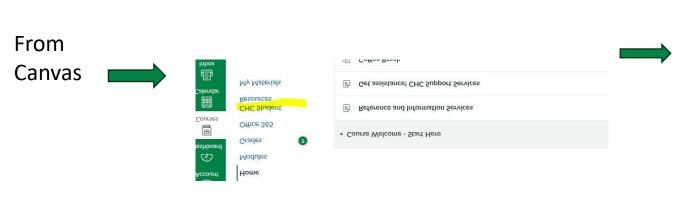


- We cover most subjects at CHC and do not turn students away- We find a way
- Drop-in and appointment tutoring both online and in-person
- Sunday-online tutoring with our tutors (All writing and most STEM)
- Students are welcome to hangout; they do not need to work to be in the center
- Our tutors are the same staff for in-person, online, embedded, and SI
- We will print small jobs for free for students
- Faculty are welcome to meet with students at any time in the center
- Snacks and games- It's a safe and fun learning environment
- Workshops and study groups in multiple locations
- We offer space for clubs and more!





We are in building 8 (LRC) on the bottom floor- Mon-Thurs 8-7, Friday 8-noon, Sunday online 10-2





We're also in the black ribbon on the CHC homepage



From CHC homepage



Front desk- 909-389-3312 Karen Peterson- 909-389-3395 Nick Reichert-909-389-3317





YOUR CRAFTON HILLS COLLEGE LIBRARY



NATALIE LOPEZ
LIBRARIAN, DEPARTMENT CHAIR
NALOPEZ@CRAFTONHILLS.EDU



ADVANCING DIVERSITY, EQUITY AND INCLUSION (DEI) THROUGH LIBRARY COLLABORATIONS

- Support culturally responsive pedagogy with our <u>diverse collections</u>
- Curate inclusive and representative course materials, including <u>Open</u> <u>Educational Resources (OER)</u> and <u>Textbooks</u>
- Collaborates on <u>instructional sessions</u>, orientations or workshops tailored to DEI-related content
- Provides equitable access to learning tools, technology, and textbooks
- Request librarian support for embedding DEI into assignments or syllabi
- Work with us to identify inclusive, no-cost course materials (ZTC/OER)
- Schedule a DEI-themed library instruction or workshop for your class
- Suggest books, films, or <u>databases</u> to diversify the collection
- Join campus DEI initiatives the library participates in: Heritage Months





What is Dual Enrollment?



Dual enrollment lets K–12 (and certain adult school) students take college-level courses at Crafton Hills College. These courses allow both college credit and — in some programs — high school credit to be earned simultaneously.

Benefits:

- Enrollment fees are waived (though students are responsible for other fees like books or supplies, depending on the program).
- Students gain access to CHC resources, experience college-level learning, and can potentially earn a college degree faster.



3 types of Dual Enrollment

1. Standard Dual Enrollment

- High school or adult school students (including GED seekers) taking <u>CHC</u> courses on CHC campus or online.
- Enrollment fees waived; some student services fees may apply.

2. College and Career Access Pathways (CCAP)

- Grades 9–12; CHC <u>courses taught on high school campus during the school day</u>.
- All fees and books waived.
- Earn both high school and college credit.

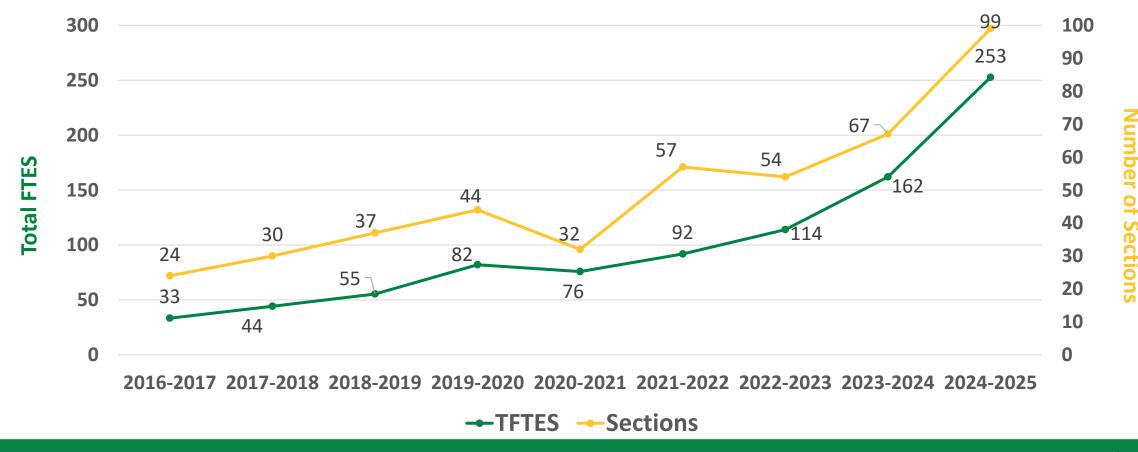
3. Partnerships (Concurrent Enrollment)

- Grades 9–12 or adult school students taking <u>CHC courses on high school campus after school.</u>
- All fees and books waived.
- Earn both high school and college credit.





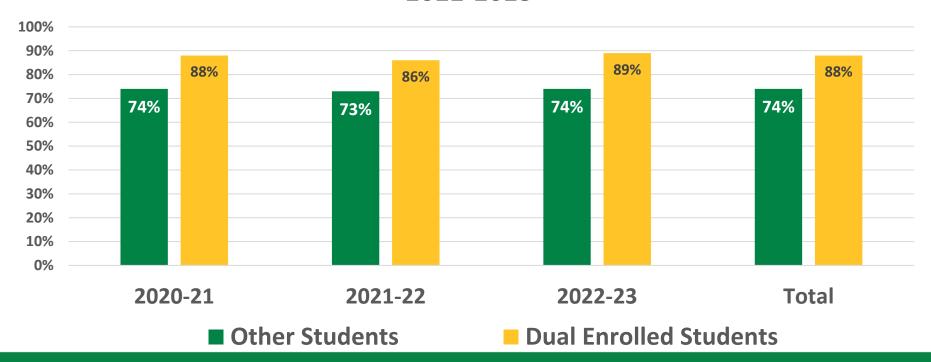
The FTES in CHC Dual Enrolled classes increased from 33 in 2017-2018 to 253 in 2024-2025, a 667% increase (n=220) The number of Dual Enrolled sections increased from 24 to 99, an increase of 313% (n=75).





Dual Enrollment Students were statistically significantly (p < .001) and substantially (ES = .33) more likely to successfully complete their courses (88%) then non-dual enrollment students (74%)

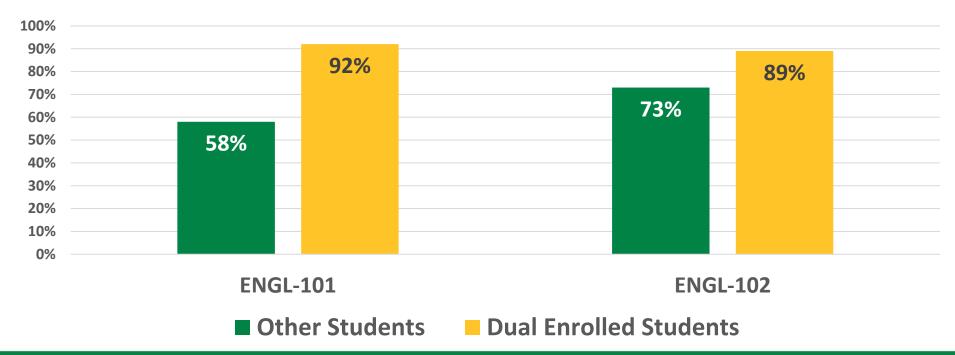
Dual Enrollment Student Course Success from 2020-2021 to 2022-2023





Dual Enrollment Students enrolled in ENGL-101 and ENGL-102 were statistically significantly (p < .001) and substantially (ES = .56) more likely to successfully complete their courses (92%) then non-dual enrollment students (66%)

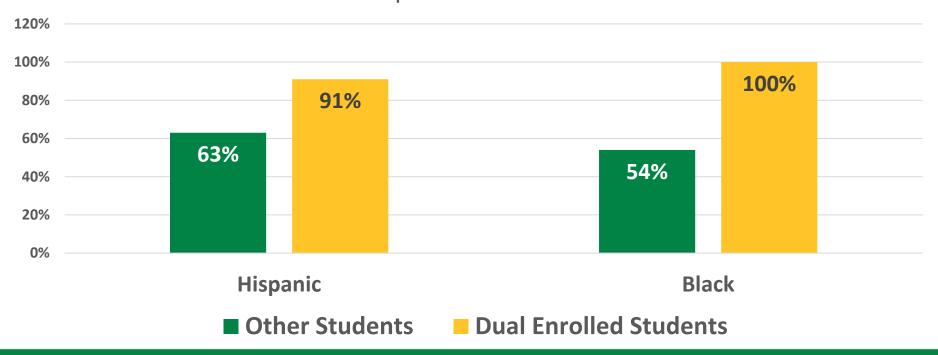
Dual Enrollment Student ENGL 101 and 102 Course Success from 2020-2021 to 2022-2023





Dual Enrolled English Course Hispanic (p < .001, ES = .59) and Black (p < .001, ES = .94) Students were Statistically and Substantially more likely to Complete ENGL-101 and 102

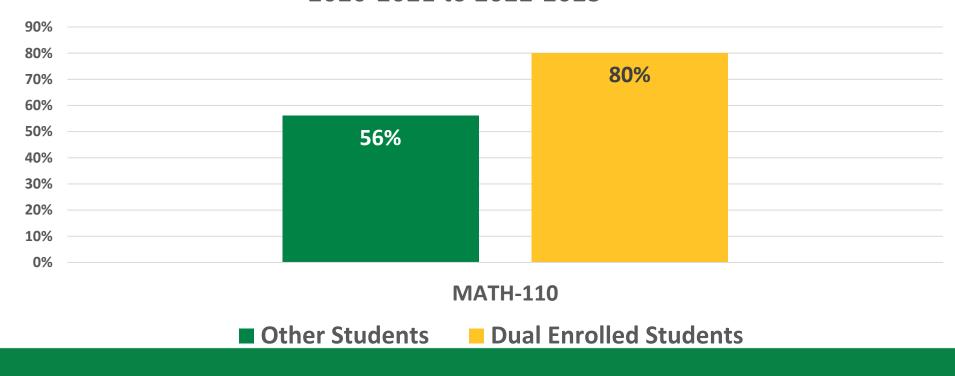
Dual Enrollment ENGL-101 and 102 Course Success in 2022-2023 for Hispanic and Black Students





Dual Enrollment Students enrolled in MATH-110 were statistically significantly (p < .001) and substantially (ES = .50) more likely to successfully complete their courses (80%) then non-dual enrollment students (56%)

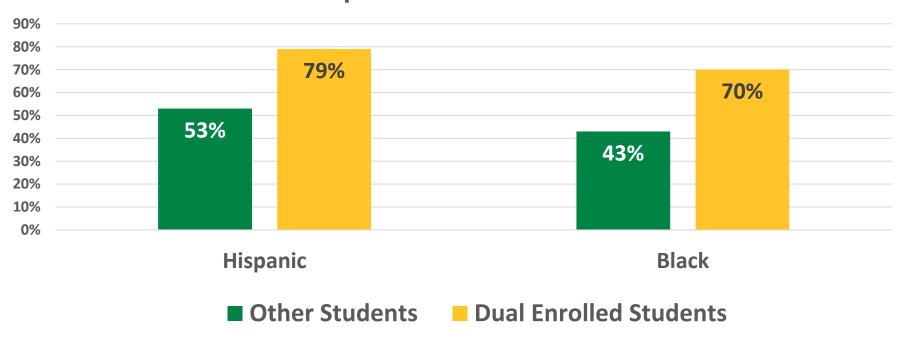
Dual Enrollment Student MATH-110 Course Success from 2020-2021 to 2022-2023





Dual Enrolled MATH-110 Course Hispanic (p < .001, ES = .53) and Black (p = .162, ES = .53) Students were Substantially more likely to Complete MATH-110

Dual Enrollment MATH-110 Course Success in 2022-2023 for Hispanic and Black Students





Student Services: Supporting Our Students & Our Campus Community









Faculty Role

As faculty, you are often the first point of contact for students and play a crucial role in identifying and addressing student needs and concerns.

- > Understanding these services is vital for student success and campus safety.
 - •Goals of Presentation:
 - Familiarize you with key student support services.
 - •Clarify reporting pathways for student conduct, concerning behaviors, and Title IX incidents.
 - Empower you to connect students with appropriate resources.



Key Student Services at CHC

- •SAS Student Accessibility Service
- •Counseling Services Academic, and career counseling.
- •Tutoring & Academic Support Tutoring Center, Writing Center, Math Lab.
- •Basic Needs Center Food pantry, emergency aid, housing resources.
- •Financial Aid & Scholarships FAFSA, CA Dream Act, grants, scholarships.
- •Health & wellness Center Provides students with wellness, illness, and injury care.



Specialized Support Programs

- •EOPS/CARE/NextUp Support for low-income, single-parent, and foster youth students.
- Dreamer Resource Center Undocumented student support.
- Veterans Resource Center Benefits guidance, peer support.
- CalWORKs Support for students receiving TANF.
- Rising Scholars Supports students impacted by the carceral system.



Referral Process for Faculty

- When and how to refer students
- Early Alert system in Starfish
- Direct email or phone to service area







How We Collaborate with Faculty

- Classroom presentations & workshops
- Sharing student progress updates
- Co-developing interventions for struggling students
- Participating in campus committees and events







Classroom Resources





Student Conduct Process

•What is Student Conduct?

The Student Conduct process addresses violations of the Crafton Hills College Student Code of Conduct, outlined in the college catalog and Board Policy 5500. These policies are designed to maintain a safe and productive learning environment.

•Common Violations (Examples):

- Academic dishonesty (cheating, plagiarism)
- Disruptive behavior in the classroom
- Harassment or bullying (non-Title IX related)
- Theft or damage to property
- Violation of campus policies (e.g., substance abuse)

•Faculty Role:

- Address minor classroom disruptions directly (if appropriate).
- Document incidents thoroughly.
- •Refer serious or repeated violations to the Conduct Officer.



Behavioral Intervention Team (BIT)

•What is BIT? The Behavioral Intervention Team (BIT) is a multidisciplinary team dedicated to supporting students in distress or exhibiting concerning behaviors that may pose a risk to themselves or others.

BIT focuses on early intervention and support, not just discipline.

Examples of Concerning Behaviors:

- Significant changes in behavior, appearance, or academic performance.
- •Expressions of hopelessness, suicidal ideation, or self-harm.
- Aggressive or erratic behavior.
- Social isolation or withdrawal.
- Unusual or bizarre communications.

•Faculty Role:

•"See Something, Say Something": Report any concerning behavior, no matter how minor it may seem.

•How to Make a BIT Referral:

•Utilize the online BIT Referral Form (link to be provided).



Title IX Process

What is Title IX?

• Title IX is a federal law that prohibits discrimination on the basis of sex (gender) in education programs or activities receiving federal financial assistance. This includes sexual harassment, sexual assault, dating violence, domestic violence, and stalking.

Examples of Title IX Violations:

- Sexual harassment (unwelcome conduct of a sexual nature).
- Sexual assault.
- Dating or domestic violence.
- Stalking.
- Discrimination based on gender identity or sexual orientation.
- Retaliation for reporting a Title IX concern.

•Faculty Responsibilities (Mandatory Reporters):

- All faculty are "Responsible Employees" under Title IX, meaning you must report any information
- about potential Title IX violations to the Title IX Coordinator.
- You are not expected to investigate but to report.
- Maintain student privacy as much as possible while fulfilling reporting obligations.

How to Report a Title IX Incident:

- Contact the College's Title IX Coordinator (Dr. Willie Blackmon).
- Complete an online Title IX reporting form (link to be provided).



Key Contacts & Resources

 https://www.craftonhills.edu/fa culty-and-staff/studentconduct/index.php

Student Conduct

Use this form to report general incidents of misconduct. Incidents include, but are not limited to:

- Disruptive behavior
- Drug use
- Alcohol use
- Physical Assault
- · Unauthorized use of college facilities
- Engaging in intimidating conduct or bullying

Report »

Student of Concern Referral for the Behavior Intervention Team

Use this form to provide information about a student who is exhibiting behaviors that are of concern in relation to their personal (e.g., physical and emotional) well-being.

Report »

Academic Integrity

Use this form to report incidents of academic misconduct. Academic misconduct includes, but is not limited to:

- Cheating
- Plagiarism
- · Use of unauthorized sources
- Prohibited behaviors noted on a class syllabus

Report »

Sexual Harassment / Discrimination Reporting Form

Use this form to report gender-based discrimination, dating violence, domestic violence, hostile environment, sexual assault, sexual exploitation, sexual harassment, stalking, retaliation, or other forms of sexual misconduct. <u>Crafton Hills College Sexual</u> Misconduct Policy

Report »



Questions?





Student Services Tour



Assessing Student Learning and Enhancing Program Effectiveness

Presented by the OIERP





Assessing Student Learning Using the SLO Cloud



SLO Submission Form

Instructions

Please refer to the video walkthrough and/or help guide for a quick overview of the SLOCloud submission Process.

- Please use the drop-down menus to locate your course section(s) and enter your responses.
- Please note:

To avoid an error message, please ensure that each SLO outcome statement has rubric scores for all students and selections for PLO, ILO, and GEOs.

Please review the video walkthrough and help guide for more information.

Your SLO Reporting Coordinator

SLOCloud™ is the official platform used at Crafton Hills College for capturing student learning outcomes (SLO) data at the student level. If you have questions about the platform or its contents, please contact one of the following individuals:

- Giovanni Sosa gsosa@craftonhills.edu
- Diana Vaichis dpineda@craftonhills.edu
- Ruby Zuniga rzuniga@craftonhills.edu

The <u>SLO Cloud</u> is available via LOGINS on the CHC Homepage.

- 1. Navigate dropdown menus to identify your course sections
- 2. Select Outcome Statements and align with PLO, GEO, and ILOs
- 3. Enter student-level data per Outcome Statement
- 4. Enter Proposed Actions for all Outcome Statements







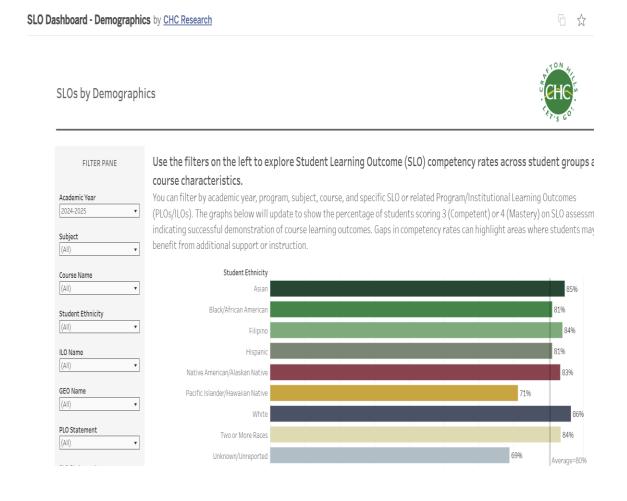
Assessing Student Learning Using the SLO Cloud

Key Resources

- 1. SLO Cloud Quick Guide
 - Note the Common Errors section (p. 4-5)
- 2. <u>SLO Cloud Quick Video Overview</u>



Analyzing Student Learning Using the SLO Dashboard



The <u>SLO Cloud Dashboard</u> is available via the OIERP Page.

- 1. Identify your subject and/or course
- 2. Examine SLO data by ethnicity, gender, age group
- 3. Can also examine data by Outcome (SLO) Statement, ILO, and GEO



Applying Your Knowledge of the SLO Dashboard

Use the <u>SLO Cloud Dashboard</u> to examine subject/discipline-specific PLO assessment results by ethnicity, gender, and age:

1. What conclusions can you draw from your examination? Are there groups of students whose SLO competency is lower than expected?

Hint: Compare the observations to the average shown in each bar graph

2. Offer some ideas for program and/or instructional improvements you can make to improve student learning for identified groups of students



Planning and Program Review (PPR) Overview

Presented by the OIERP





What is PPR?

Program Review is a process that provides an opportunity for every college program and service area to reflect on their mission, long term goals, and evidence gathered in support of their respective areas. It also allows an opportunity to request and secure additional resources to meet those mission and goals.

Additionally, it allows the college to determine the impact of its efforts at all levels of the institution with regards to the College's Mission, Vision, and Institutional Goals.

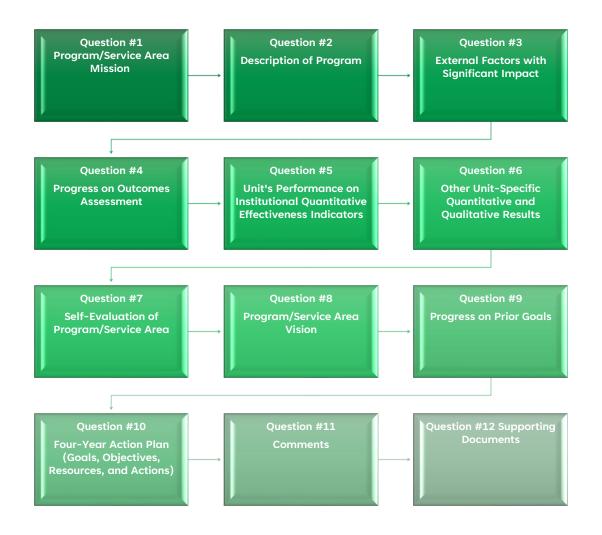


What does the PPR plan require?

The PPR plan provides an opportunity to update current status on outcomes assessment, progress on effectiveness measures, and progress made on set goals and objectives. (See PPR handbook)

There are three types of PPR updates:

- PR (Four-Year Plan): Comprehensive update of questions 1-10. With a strong emphasis on question #4 (progress on outcomes) and #10 (four-year action plan for future goals, objectives, resources, and actions).
- **2yr (Two-Year Plan):** Review and update of questions #4 (progress on outcomes) and #10 (four-year action plan for future goals, objectives, resources, and actions).
- **SLOs/SAOs:** Assessing and reporting SLOs/SAOs updates and changes.





What PPR update do I have scheduled?

Crafton Hills College

Four-Year Planning Schedule - Start Year 2024-2025

Requirements for Each Type of Plan

- SLOs (Copy prior plan and submit) Programs need to continue assessing and reporting SLOs using the SLO Cloud
 reporting tool. Plan needs to be copied from the prior year and finalized by the Two-Year Plan due date. (Note: units
 that are categorized as needing improvement will be required to complete an update every year until they have been
 removed from this status. See requirements for Two-Year Plan if you unit has been categorized as needing
 improvement.)
- 2yr (Two-Year Plan) (Questions #4 and #10 need to be updated) Review and update the goals and objectives and
 the SLOs. Submit the finalized two-year plan by the due date in the spring term (see PPR Timeline for date). The PPRC
 will review each two-year plan and provide written feedback.
- PR Program Review Complete all questions and write a four-year plan. Please note: You will not be able to copy over prior year goals, objectives, and resource requests for Question 10.

Please Note: Include SLO/SAO assessment data from at least the prior year.

	2024 2025	2025 2026	2026 2027	2027 2028	2028 2029	2029 2030	2030 2031
Office of the President		0	1	0	0	0	1
Institutional Advancement		SLO	PR	SLO	2yr	SLO	PR
Administrative Services	2	0	1	0	2	0	1
Athletics/Aquatics Program Facilities (Custodial, Maintenance, & Grounds) Technology Services		SLO	2yr	SLO	PR	SLO	2yr
		SLO	2yr	SLO	PR	SLO	2yr
		SLO	PR	SLO	2yr	SLO	PR
Instruction							
Social, Information, and Natural Sciences	10	1	2	1	10	1	2
Biological Science and Physical Science							
Biological Sciences	PR	SLO	2yr	SLO	PR	SLO	2yr
Chemistry	2yr	SLO	PR	SLO	2yr	SLO	PR
Earth Science (Environmental Science, Geography, Geology, Oceanography)	PR	SLO	2yr	SLO	PR	SLO	2yr
Physics/Astronomy	PR	SLO	2yr	SLO	PR	SLO	2yr
College Honors Institute	2yr	SLO	PR	SLO	2yr	SLO	PR
Kinesiology/Health Education/Athletics	SLO	PR	SLO	2yr	SLO	PR	SLO
Mathematics	PR	SLO	2yr	SLO	PR	SLO	2yr
Social and Cultural Studies							
Philosophy/Religious Studies	SLO	2yr	SLO	PR	SLO	2yr	SLO
Sociology	PR	SLO	2yr	SLO	PR	SLO	2yr
Social Sciences							
Anthropology	PR	SLO	2yr	SLO	PR	SLO	2yr
History	PR	SLO	2yr	SLO	PR	SLO	2yr
Political Science	PR	SLO	2yr	SLO	PR	SLO	2yr
Psychology	PR	SLO	2yr	SLO	PR	SLO	2yr
STEM Program and Center	PR	SLO	2yr	SLO	PR	SLO	2yr

A <u>PPR schedule</u> is provided on the PPR resource webpage.

In it you will find the scheduled update (4yr, 2yr, SLO/SAO) by academic year and academic program/service area. SLO updates can be done through the SLO Cloud.



Timeline and Meeting Schedule

The submission deadline for four-year and two-year plans is October 31st, 2025.

This <u>timeline and meeting schedule</u> will reflect the submission deadline for your respective area

SAVE THE DATE!

Upcoming PPR Workshop

August 21st @ 9:00am (CCR 233)

Crafton Hills College Planning and Program Review Committee 2025-2026 Timeline and Meeting Schedule Approved May 5, 2025

	**	ipproved ividy 3, 2023	
Dec. 2, T	PPRC Meeting—Plan Review and Discussions		
Jan. 15, Th	No Meeting—PPR and 2Yr Workshops	In-Service training for plan writers	
		Deadline for departments to prioritize objectives	
		(Roll-up Submission)	
Jan. 20, T	PPRC Meeting—Plan Review and Discussions		
Feb. 3, T	PPRC Meeting—Plan Review and Discussions	Deadline for divisions to prioritize objectives (Roll-up	
		Submission)	
Feb. 17, T	PPRC Meeting—Plan Review and Discussions	Deadline for areas to prioritize objectives	
Mar. 3, T	Long meeting: PPR Committee Prioritizes Objectives		
	from Area Plans		
Mar. 17, T	PPRC Meeting—Plan Review and Discussions		
	President's Cabinet meets to discuss PPR Committee		
	Prioritized Objectives		
Apr. 7, T	PPRC Meeting—Plan Review and Discussions		
Apr. 21, T	PPRC Meeting—Plan Review and Discussions		
	President's memo to the campus community		
	regarding prioritized objectives		
May 5, T	PPR Committee Meets to discuss process		
	recommendations, revisions to PPR web tool, finalize	PPR survey distributed to participants by April 24	
	timeline and schedule for following year		







Planning and Program Review Resources

Home » About CHC » Institutional Effectiveness, Research & Planning » Planning & Program Review Resources

Program Review Links

- . Link to the Planning and Program Review (PPR) Web Tool
- Link to the PPR Committee Website
- Program Review Cheat Sheet

Program Review Documents

2021-2022

- 2021-2022 PPR Handbook: 12th Edition (Draft)
- · 2021-2022 Schedule: 2021-2028
- 2021-2022 PPR Timeline
- . PPR Prioritized Objectives Dashboard
- CHC Integrated PPR Excellence in Planning Presentation PDF
- PPR Objective Prioritization Process

Instructional

2021-2022 PPR Instructional Questions (Draft)
2021-2022 PPR Instructional Rubric (Draft)
2021-2022 Instructional Feedback Form (Draft)

instructional Data Dashboards

'ust be logged in to District Computer to access)

nographics (Unduplicated by Year) (Question 6.a)
se Completion and Success Rates (Rubric Item 5.a.i and 5.a.ii)
"Faculty Ratio (Rubric Item 5.a.iii)
"FTEF Ratio (Rubric Item 5.a.iv)
Rate (Rubric Item 5.a.v)
Jegree and Certificate Completion (Question 6.b)

Non-Instructional

- 2021-2022 PPR Non-Instructional Questions (Draft)
- 2021-2022 PPR Non-Instructional Rubric (Draft)
- 2021-2022 PPR Non-Instructional Feedback Form (Draft)

Planning Step-by-Step Guides

- CHC Integrated Planning & Program Review Process PDF
- . How to Create a Plan by Copy in the CHC PPR Web Tool PDF
- How to Edit Progress on Goals, Objectives, and Actions PDF
- PPR Data Guide PDF
- CHC Goals & Objectives PPR Web Tool Guide PDF
- How to Write Goals and Objectives PDF
- Active Verbs for Writing Goals and Objectives PDF

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- How to combine objectives at the Department, Division, and Area Levels PDF
- CHC Step-by-Step PPR Web Tool Guide PDF

Planning & Program Review Resources Funding Status of Prioritized Objectives ppr-2017-18 PPR FAQ

PPR Coaching

2025-2026 PPR Committee Members and Coaching Assignments				
PPR Committee Member Email 49		2YR PPR Unit(s) Member is Coaching		
sjuan@craftonhills.edu	Speech Communication/Journalism	English		
mmclaren@craftonhills.edu	Spanish	Child Development Center,		
		Emergency Training Center		
annaguirre@craftonhills.edu	Transfer Center	Tutoring Center		
cdibartolo@craftonhills.edu	American Sign Language	Foreign Language		
dvaichis@craftonhills.edu	Mathematics, Emergency Medical	D/Fi		
	Services, Kinesiology/Health	Paramedic, Fire Academy/Fire		
	Education/Athletics, Multimedia	Technology		
gsosa@craftonhills.edu	Physics/Astronomy, Music,	Economics		
	Psychology,			
Bu				
	Ethnic Studies			
dspencer@craftonhills.edu	Student Life	Financial Aid		
kwurtz@craftonhills.edu	Allied Health/Respiratory Care,	Philosophy/Religious Studies		
	Radiologic Technology			
rzuniga@craftonhills.edu	Counseling, Dual Enrollment,	Health & Wellness		
	Veterans Center			
	Email sjuan@craftonhills.edu mmclaren@craftonhills.edu annaguirre@craftonhills.edu cdibartolo@craftonhills.edu dvaichis@craftonhills.edu gsosa@craftonhills.edu dspencer@craftonhills.edu kwurtz@craftonhills.edu	Speech Communication/Journalism Spee		

A PPR Coach is assigned to every program/service area that is scheduled to submit a four-year or two-year plan.

The role of coaches is multi-faceted:

- ► They offer program writers with the support and resources needed for the development of a comprehensive plan at every step of the process.
- ▶ They serve as liaisons and advocates for program units during the entire review process.
- ► For more details, please see PPR handbook.



Applying Your Knowledge of PPR Dashboards

Use the <u>Completion and Success Dashboard</u> to examine subject/discipline-specific course success results by ethnicity, gender, and age:

1. What conclusions can you draw from your examination? Are there groups of students whose course success is lower than expected?

Hint: Use the *DI* (Disproportionate Impact) labels to identify student racial/ethnic groups achieving lower than expected success rates

2. Offer some ideas for program and/or instructional improvements you can make to improve course success for identified groups of students



Any questions or suggestions? Please contact us

Name	Title	Office Location I	Phone Number	Email Address
Giovanni Sosa	Dean	CCR 240	(909) 389-3206	gsosa@craftonhills.edu
Diana Vaichis	Senior Research & Planning Analyst	CCR 238	(909) 389-3420	dvaichis@craftonhills.edu
Ruby Zuniga	Research Data Specialist	CCR 240.1	(909) 389-3394	rzuniga@craftonhills.edu





Checking in Activity

 What is one thing you learned today and one thing you haven't but would like to know?



Diversity, Equity, Inclusion, and Anti-Racism

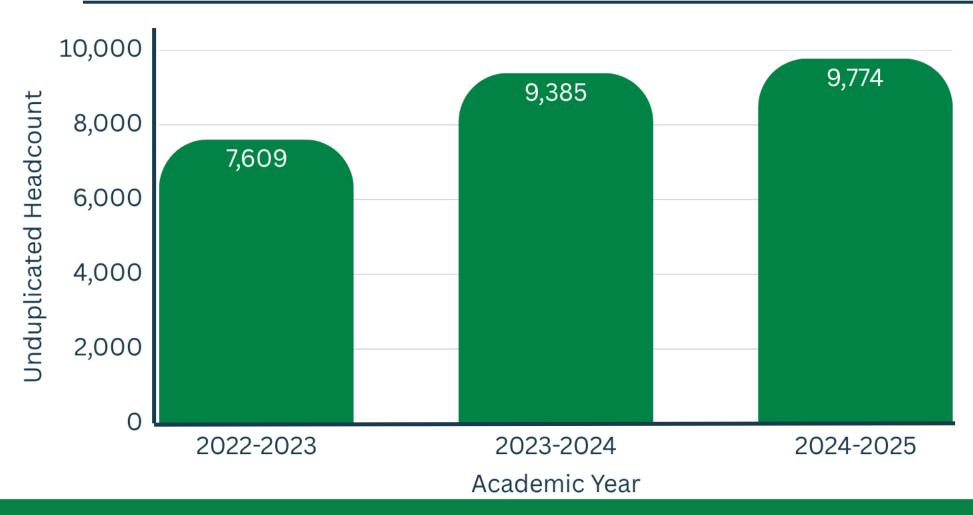


Recent Enrollment Trends



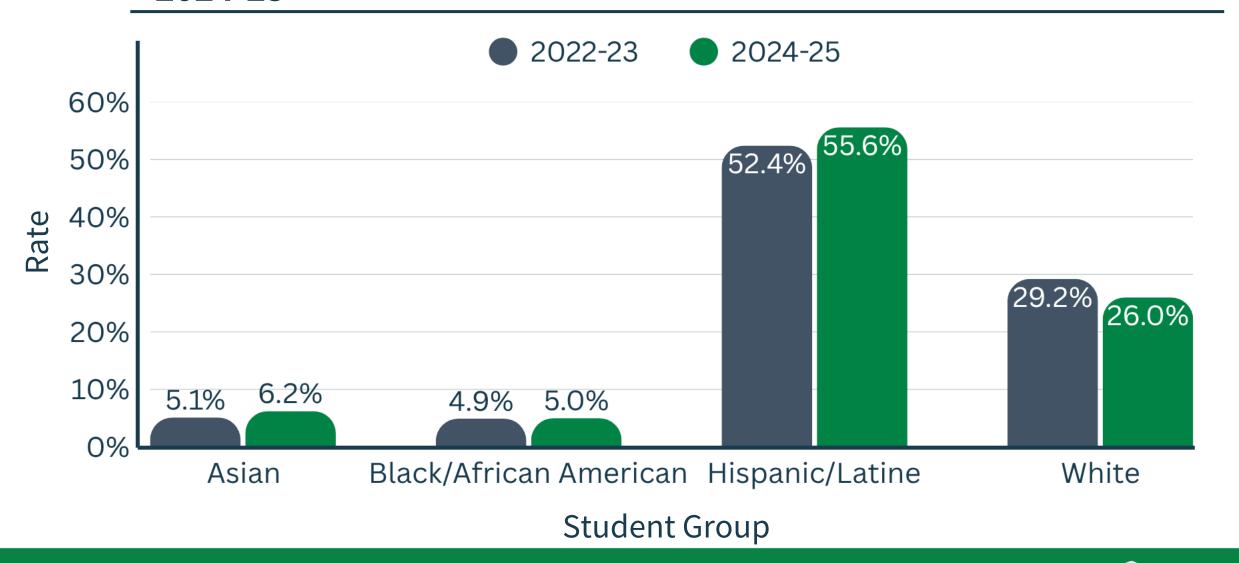
GROWTH OF STUDENT BODY

The college has experienced a 28% increase in the number of students since 2022-2023



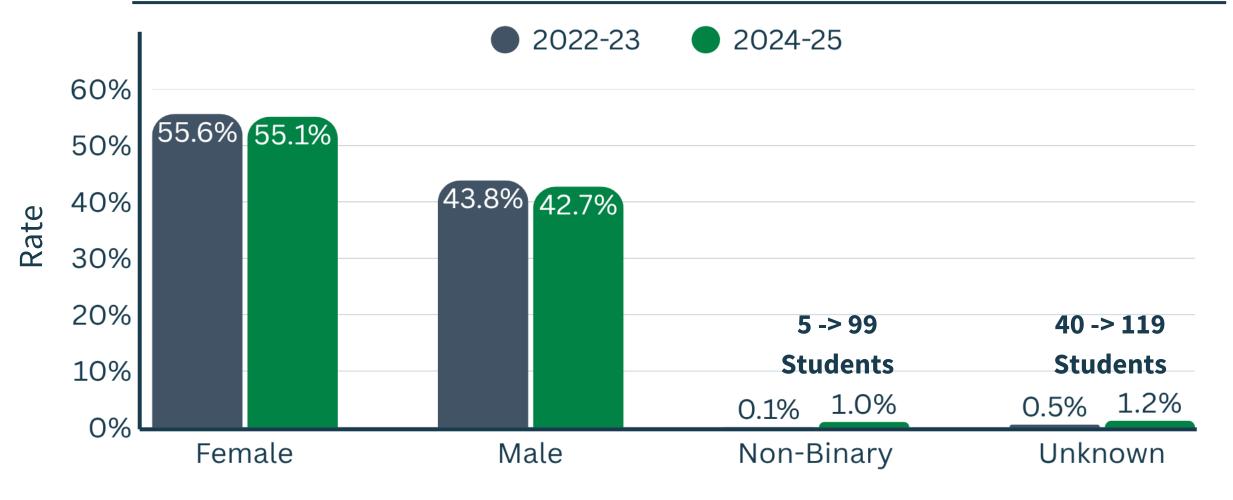


Shifts in Headcount by Ethnicity Between 2022-23 and 2024-25





Shifts in Headcount by Gender Between 2022-23 and 2024-25

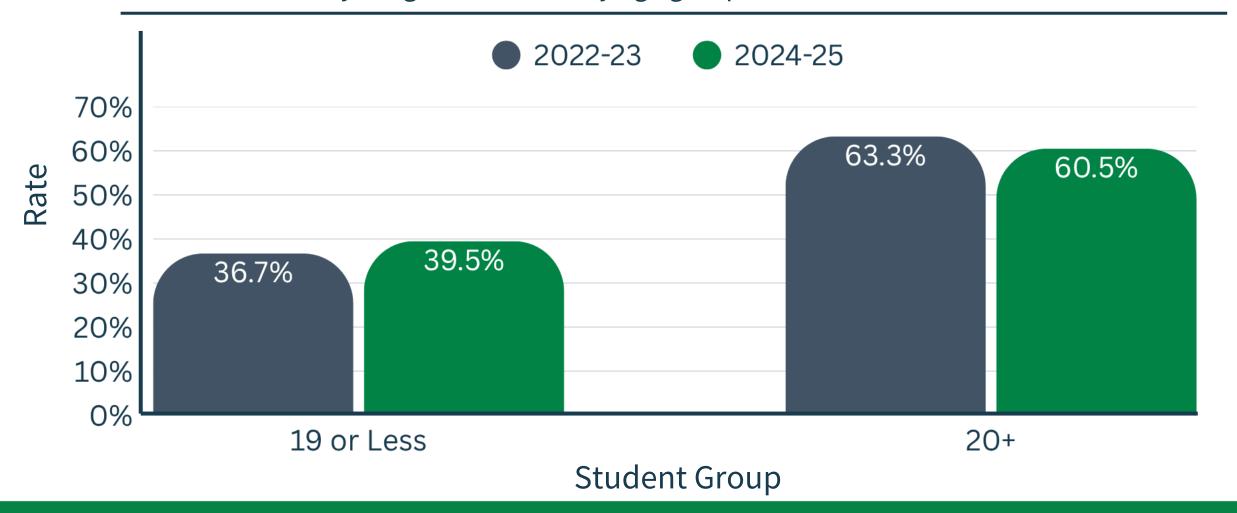


Student Group



Shifts in Headcount by Age Range Between 2022-23 and 2024-25

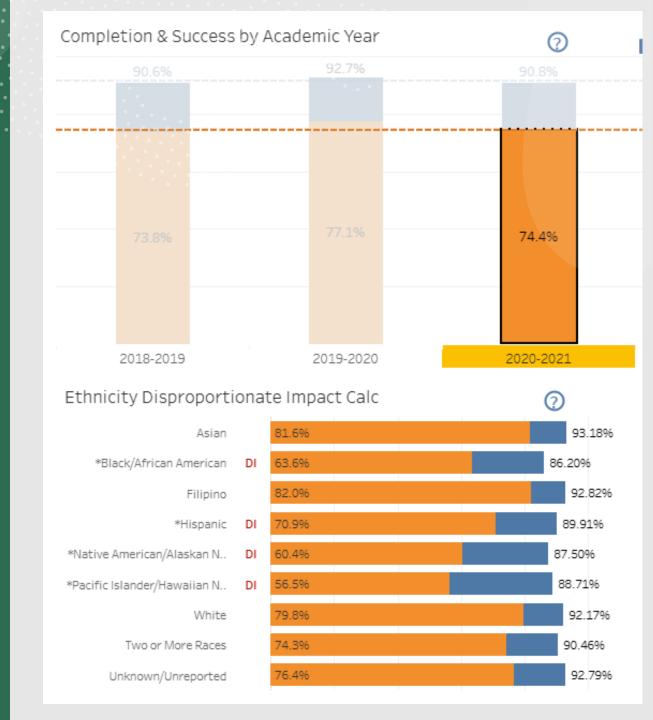
Students 19 or younger were the only age group for which increases were observed





Course Success Rates and Disproportionate Impact

• In 2020-2021, four groups experienced disproportionate impact in course success rate: Black / African American, Latine, native American, and Pacific Islanders.



Sample of Instructional Strategies to Remove Disproportionate Impact in Course Success

- Providing Login Access to Disaggregated Course Success Rate data for faculty taught courses only
- Office of Instruction Comprehensive Strategy Incorporating Equity into Faculty Evaluations
- USC Race and Equity Training for Instructional Faculty to Apply DEIA strategies in the classroom
- Faculty Department Chairs / Handbook
- ACUE (Association of College and University Educators) Training
- Distance Education Training
- Open Educational Resources (OER)
- FW Grades



BookSaver & Zero Textbook Cost (ZTC)



BookSaver

\$20 per class unit rental access to textbooks

- Students automatically enrolled
- Crafton Bookstore can answer questions



Zero Textbook Cost

Exclusively use digital or materials free to students

- Canvas shell with resources
 - \$500 to convert your course!
- Contact Jeff (<u>jefsmith@craftonhills.edu</u>) or Chloe De Los Reyes (<u>cdelosreyes@craftonhills.edu</u>) if you have questions



Zero Textbook Cost (ZTC)



Dashboard

Published Courses (3)



<u>Home</u> » <u>Online Teaching</u> » OER Resources

OER Resources

Popular sources for OER materials include:

OER Commons - a public digital library of open educational resources

Cool4Ed - California Open Online Library for Education

OpenStax - Free and flexible textbooks and resources

Merlot - curated online learning and support materials and content creation tools, led by an international community of educators, learners and researchers

Open Textbook Library - Open textbooks licensed by authors and publishers to be freely used and adapted

BookBoon - Free textbooks written by professors from the world's top universities

Orange Grove Texts *Plus* - The University Press of Florida and the University of Florida Libraries are collaborating to provide open access and ensure long-term digital preservation for volumes published by the University Press of Florida

<u>Project Gutenberg</u> - Free epub and Kindle eBooks to download or read online. You will find the world's great literature here, with focus on older works for which U.S. copyright has expired. Thousands of volunteers have digitized and diligently proofread the eBooks



Encouraging the Incorporation of Equity into Faculty Evaluations

- Implemented a comprehensive strategy that included incorporating the USC equity-minded inquiry series syllabus review into both part-time and full-time faculty evaluations
- Faculty members are encouraged to critically assess their course materials and teaching methods through an equity lens
- Specific emphasis on identifying and addressing barriers to success for marginalized populations including Hispanic/Latinx and Black/African American students
- During faculty evaluations, instructors are encouraged to analyze student equity data and make necessary adjustments to their courses to better serve disproportionately impacted groups



USC Race and Equity Training for Instructional Faculty to apply DEI Strategies in the Classroom

- In 2020-2021 four groups experienced disproportionate impact in course success rate at Crafton Hills College: Black/African American, Latinx/Hispanic, Native American, and Pacific Islander students.
- In three years, Crafton reduced the number of Disproportionately Impacted groups in course success rate from four to two:

 Black/African American and Latinx/Hispanic students.



Course Success Rate 90.0% 79.7% 80.0% 71.9% 72.7% 69.6% 70.0% 73.6% 67.2% 66.0% 65.1% 60.0% 50.0% 40.0% 30.0% 20.0% 10.0% 0.0% 2021-22 2022-23 2023-24 2024-25 LatinE Students → Black Students

USC Race and Equity Training for Instructional Faculty to apply DEI Strategies in the Classroom

- For the two groups still experiencing disproportionate impact, Black/African American and Latinx/Hispanic students, the course success rate has consistently increased over the last four years.
- For Black/African American students the course success rate has increased from 65.1% in 2021-2022, to 73.6% in 2024-2025, an 8.5% increase (p < .001, ES = .19).
- For Latinx/Hispanic students the course success rate has increased from 69.6% in 2021-2022, to 71.9% in 2022-2023, and to 72.7% in 2023-2024, a 3.1% increase (p < .001, ES = .24).



Examples of Strategies Adopted by Instructors Participating in USC Training

- Low Stakes Testing: Four exams each worth 10% and a final exam worth 35%
 - More balanced weighting ensures that no single exam disproportionately impacts a student's grade.
- Students are allowed to resubmit assessments
- Provided options for late work
 - Flexible deadlines acknowledge that students may face challenges during the semester, allowing them to manage their workload more effectively while still mastering the material before the corresponding exam.



Additional Research on Effectiveness of USC Race and Equity Training

- A total of 11 faculty participated in interviews conducted by Hanover Research
- Overall, faculty at CHC find disaggregated data highly effective in improving teaching strategies and increasing awareness of diverse student needs.
- These insights help faculty adopt more inclusive practices and tailor support for student groups.



Based on Feedback, Hanover recommends the following...

- Incorporate Qualitative Data. Use surveys and interviews alongside quantitative data to better understand student needs and experiences.
- Standardize Data Access. Create a centralized dashboard to give all faculty easy access to disaggregated data, removing the need for special requests.
- Enhance Administrative Communication & Visibility. Improve transparency around DEI efforts through regular communication, leadership involvement, and opportunities for open dialogue.
- **Update the Training Framework.** Revise the current DEI framework to include student accountability and shift away from a deficit-based lens.



Course Success Rate Activity by Discipline

- Review the course rate data for your discipline
 - https://www.craftonhills.edu/about-chc/research-and-planning/borg-data-cubes
 - Click on the following...
 PPR/Annual Plan Instructional Data
 - Course Completion and Success Rate (Rubric Items 5.a.i and 5.a.ii)
 - https://www.craftonhills.edu/about-chc/research-and-planning/dashboards-links/completion-and-success-rates.php
- What do you notice?
- If there is disproportionate impact, where is it occurring? What strategies might you try in your own classes?



Questions?

