

# Institutional Effectiveness, Accreditation, and Outcomes Committee -

Date: October 24, 2024  
 Time: 2:00 p.m. – 4:00 p.m.  
 Location: CCR 219

**Members:**

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| <ul style="list-style-type: none"> <li><input type="checkbox"/> Keith Wurtz, VPI/ALO Chair</li> <li><input type="checkbox"/> Danielle Bell, Faculty</li> <li><input type="checkbox"/> Delmy Spencer, VPSS</li> <li><input type="checkbox"/> Giovanni Sosa, Dean IERP</li> <li><input type="checkbox"/> Ivan Pena, Student Ser. Dean</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Jeff Smith, Inst. Dean</li> <li><input type="checkbox"/> Julie McKee, CTA Rep</li> <li><input type="checkbox"/> Mike Strong, VPAA</li> <li><input type="checkbox"/> Alex Beechko, Faculty</li> <li><input type="checkbox"/> Diana Vaichis, CSEA</li> <li><input type="checkbox"/> Karen Peterson, CSEA</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Sabrina Jimenez, Faculty</li> <li><input type="checkbox"/> Samantha Terriquez, Student Senate</li> <li><input type="checkbox"/> Veronica Arrowood, Classified Senate</li> </ul> |
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*Action Items*

| Item, Presenter, Time  | Notes  | SD# | SEG# | Proposed Action |
|--|--|-----|------|-----------------|
| October 10, 2024, Minutes, Keith Wurtz, (5 min)  |  | 4   |      |                 |
| Update on ILO/GEO setting of targets (5 min)   |  | 1-5 | 1-5  |                 |
| Review committee alignment with standards to facilitate writing of standards (10 min)  |  | 1-5 | 1-5  |                 |
| Assign IEAOC members to committees to collect information for the writing of the Standards I and II to begin in Spring 2025, Keith, (20 min) | Standard I: <ul style="list-style-type: none"> <li>• Crafton Council:</li> <li>• President’s Cabinet:</li> <li>• CHC Budget:</li> <li>• CHC EMP:</li> <li>• CHC ESC:</li> <li>• CHC IEAOC:</li> <li>• CHC PPR:</li> <li>• CHC PD:</li> <li>• CHC SEAC:</li> <li>• CHC DE:</li> <li>• CHC Dual Enrollment:</li> <li>• CHC Chairs:</li> <li>• CHC Honors:</li> <li>• CHC VESPA:</li> </ul> Standard II: <ul style="list-style-type: none"> <li>• Crafton Council:</li> <li>• President’s Cabinet:</li> <li>• CHC ESC:</li> <li>• CHC PPR:</li> <li>• CHC PD:</li> <li>• CHC Safety:</li> </ul> | 1-5 | 1-5  |                 |

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|---|--|-----|-----|--|
|   | <ul style="list-style-type: none"> <li>•CHC SEAC:</li> <li>•CHC Tech Planning:</li> <li>•CHC DE:</li> <li>•CHC Dual Enrollment:</li> <li>•CHC Chairs:</li> <li>•CHC Curriculum:</li> <li>•CHC Honors:</li> <li>•CHC Student Services Council:</li> </ul> |     |     |  |
| Review the timeline for writing the ISER – Due December 15, 2026 (15 min) |  | 1-5 | 1-5 |  |
| Outcomes Cloud Revisions and Update, Giovanni Sosa, 5 min                 |  | 1-5 | 1-5 |  |

| <i>IEAOC 2024-2025 Committee Accomplishments</i>  |     |      |
|---|-----|------|
| Topic   | SD# | SEG# |
| Completed the setting of ILO and GEO targets  | 1-5 | 1-5  |
| Completed the alignment of standards to committees to facilitate the writing of the standards | 1-5 | 1-5  |
| Completed and submitted the Mid-Term Report   | 1-5 | 1-5  |
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**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.

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| <p><b>STRATEGIC DIRECTIONS</b></p> <ol style="list-style-type: none"> <li>1. Increase Student Enrollment</li> <li>2. Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability</li> <li>3. Increase Student Success and Equity</li> </ol> | <ol style="list-style-type: none"> <li>4. Develop a Campus Culture that Engages Students, Employees, and the Broader Community</li> <li>5. Foster and Support Inquiry, Accountability, and Campus Sustainability</li> </ol> |
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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.
4. 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.
5. Provide a forum for on-going dialogue with regard to Accreditation and Outcomes Assessment (SLOs/SAOs).
6. Recommend staff and faculty membership of Accreditation subcommittees to the President.
7. Serve as co-chairs on accreditation standard subcommittees.
8. Recommend to the President a list of qualified candidates for the task of editing Accreditation reports.
9. Review and provide input on midterm, follow-up, and other special reports to the Commission. If requested by the ALO, help draft such reports.
10. 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.
11. Report to the Crafton Council.
12. 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.
- We will report back to our constituent groups.