OVERVIEW

- Welcome back!

- Go over Team Lead responsibilities

- Review Canvas site

  - Deliverables (evidence + documentation)

  - Resources

- Exercise

TEAM LEAD RESPONSIBILITIES

What's the role?

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TEAM LEAD ROLE

- Serve as Team's point person(s)
  - 1st ISER large group mtg, September 30
  - You are responsible after Sept 30 to communicate with team members
  - If desired, solicit additional members (just let us know)
- Attending Lead Workgroup mtgs
- Leading Team mtgs
- Regular check in w/ALO

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TEAM LEAD ROLE

- Review evidence identified -- Identify evidence needed

- Ensure Canvas submission

- Communicate w/Lead Writer(s)

TEAM LEAD ROLE

- Collect evidence
    - Start with each individual Standard Statement
    - Refer to the ACCJC review criteria and possible sources of evidence
    - See what was identified in 2017 ISER
- Review evidence
    - Discuss with Team
    - Follow up if evidence is needed

TEAM LEAD ROLE

- Provide context for evidence
  - What is it? What does it show?
  - Why should it be included?
- Write a brief summary
- Upload into Canvas

TEAM LEAD TIPS

- Focus on higher systems level
  - Mission driven to activities, plans, policies, processes
- Just need to demonstrate we meet the Standard
  - Not necessary to review how we meet the evidence

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ISER EVIDENCE CROSSWALK

Accreditation Standards Overview--Review Criteria/Possible Evidence						
Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity						
Standard Team Members: Kurt, Gay, Jennifer, Rosa, Doreen						
Standard Area Category	**Individual Standard Statement**		**Evidence of Meeting the Standard**	**Analysis and Evaluation:** *How does the college meet the standard?*	**Evidence**	**Thoughts for Improvement**
I.A. Mission						
I.A.1	The mission describes the institution's broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement.					

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Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity

The institution demonstrates strong commitment to a mission that emphasizes student learning and student achievement. Using analysis of quantitative and qualitative data, the institution continuously and systematically evaluates, plans, implements, and improves the quality of its educational programs and services. The institution demonstrates integrity in all policies, actions, and communication. The administration, faculty, staff, and governing board members act honestly, ethically, and fairly in the performance of their duties.

A. Mission

1. The mission describes the institution's broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement. (ER 6)[11]

   POSSIBLE SOURCES OF EVIDENCE:
   - Board policy that states the mission;
   - Web page, catalog page, CEO's message, or white paper that explicates the mission;
   - Statements of institutional purpose and philosophy that describe the mission, e.g. mission statement, vision statement, institutional values statements;
   - And/or other documents that demonstrate the institution is aligned with this Standard.

   REVIEW CRITERIA:
   - The institution's mission addresses the institution's educational purpose.
   - The mission defines the student population the institution serves.
   - The institution's educational purpose is appropriate to an institution of higher learning.
   - The mission addresses the types of degrees, credentials, and certificates the institution offers.
   - The mission demonstrates the institution's commitment to student learning and student achievement.

   FOR INSTITUTIONS WITH A BACCALAUREATE DEGREE:[12]
   - The baccalaureate degree program aligns with the institutional mission.
   - The mission includes baccalaureate degree among the types of degrees and certificates.

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2017 ISER WRITING

Standard I.A.4

The institution articulates its mission in a widely published statement approved by the governing board. The mission statement is periodically reviewed and updated as necessary. (ER 6)

Evidence of Meeting the Standard

Foothill College mission statement is reviewed and updated as necessary. Changes to the mission statement were approved by the Board of Trustees on June 17, 2013, February 8, 2016, and May 1, 2017 [I.A-50, I.A-51, I.A-52]. A periodic review of the mission statement is included in the Planning and Resource Council (PaRC) planning calendar and is scheduled to be completed before the next update to the Educational Master Plan [I.A-1].

Since the last accreditation visit in fall 2011, there have been three additional mission statement revisions. In each case, PaRC—representative of broad campus wide contingencies—reviewed proposals and discussed the mission in relationship to changing programs and student demographics.

The review begun in fall 2015 came as a result of broad campus input on educational goals as part of the development of the Educational Master Plan (EMP). The input included qualitative (focus groups and town hall feedback), as well as quantitative data (surveys) on our student populations [I.A.53, I.A-54, I.A-55].

The out-of-cycle review, which added that Foothill College offers a bachelor's degree, was in response to the new Bachelor's Degree program in Dental Hygiene approved by the College Curriculum Committee, PaRC and the Board of Trustees [I.A-15].

The mission statement is included on the College website and in the College catalog, and is printed in prominent places around campus [I.A-56, I.A-57, I.A.53]. According to the employee accreditation survey conducted in spring 2016, most Foothill College employees agree that the mission statement is periodically updated [I.A-41].

Analysis and Evaluation

Foothill College meets the Standard and Eligibility Requirement 6. The mission statement is reviewed periodically in a campus-wide dialogue that is informed by data and the mission statement is widely published. In addition, changes to the College mission statement are approved by the Board of Trustees.

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2023 ISER WRITING

Standard I.A.4

The institution articulates its mission in a widely published statement approved by the governing board. The mission statement is periodically reviewed and updated as necessary. (ER 6)

Evidence of Meeting the Standard

Foothill College mission statement is reviewed and updated as necessary. Changes to the mission statement were approved by the Board of Trustees on June 17, 2013, February 8, 2016, and May 1, 2017 [I.A-50, I.A-51, I.A-52]. A periodic review of the mission statement is included in the Planning and Resource Council (PaRC) planning calendar and is scheduled to be completed before the next update to the Educational Master Plan [I.A-1].

Since the last accreditation ~~y~~ fall 2011, there have ~~three~~ additional mission statement revisions. In each case, PaRC ~~representative of br~~ ~~wide contingencies~~—reviewed proposals and discussed ~~tions~~ ~~grams~~ and student demographics.

The review begun in fall 2015 ~~us~~ input on educational goals as part of the development of the Education ~~e~~ input included qualitative (focus groups and town hall feedback), as well ~~eys~~) on our student populations [I.A.53, I.A-54, I.A-55].

The out-of-cycle review, ~~Foot~~ ~~bachelor's degree, was in response to the new Bach~~ ~~program in~~ ~~approved by the College Curriculum Committee, PaR~~ ~~the Board of Trustee~~ ~~5~~].

The mission statement is included on the College website and in the College catalog, and is printed in prominent places around campus [I.A-56, I.A-57, I.A.53]. According to the employee accreditation survey conducted in spring 2016, most Foothill College employees agree that the mission statement is periodically updated [I.A-41].

Analysis and Evaluation

Foothill College meets the Standard and Eligibility Requirement 6. The mission statement is reviewed periodically in a campus-wide dialogue that is informed by data and the mission statement is widely published. In addition, changes to the College mission statement are approved by the Board of Trustees.

Document not to exceed 250 pages

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ISER STANDARD TEAM MEMBERS

- Initial list will be provided (from May 2022)

- Continue to encourage participation

  - Team members

  - Faculty Team Leads

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WELCOME BACK TO THE ISER DEVELOPMENT PROCESS!

WE ARE...
THE ISER LEAD WORKGROUP

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BUT WE'VE GOT YOUR BACK

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ISER TIMELINE: WHERE ARE WE?

BEGIN WINTER 2022 — ISER Development begins → END WINTER 2022 — Teams formed → BEGIN SPRING 2022 — ISER trainings → BEGIN FALL 2022 — Gather evidence → END WINTER 2023 — Draft due → END SPRING 2023 — College Feedback → BEGIN FALL 2023 — Final Draft due → BEGIN FALL 2023 — College Feedback → END FALL 2023 — Board Approval → END FALL 2023 — Submit To ACCJC

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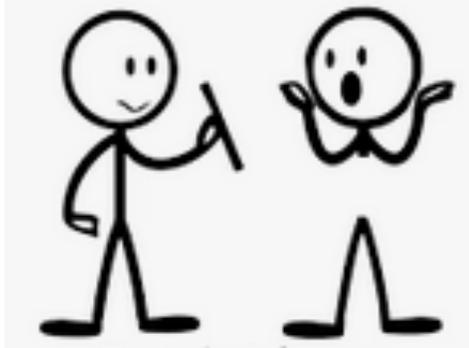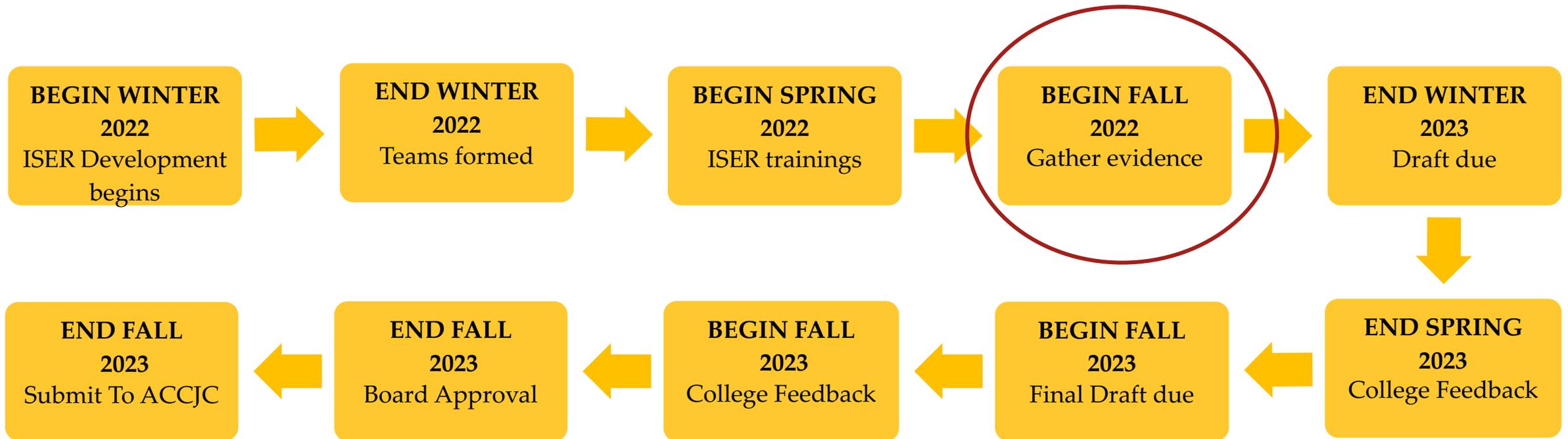
ISER TIMELINE: WHERE ARE WE HEADED?

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
Team Members																					
Team Leads																					
Lead Writers																					
Editors																					
Lead Work Group																					

Key Dates through ISER submission
May 2022: ISER retreats/working mtgs
May-Jun 2023: ISER feedback
Oct 2023: ISER revisions completed
Nov 2023: Board approval
Dec 2023: ISER submission

Core Inquiries Report from Peer Review Team in Spring 2024
College Response to Core Inquiries due Sept 2024
Peer Review Team Visit in Oct 2024

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ISER TIMELINE: FALL 2022

SEPT 8: Accreditation Steering Committee mtg
SEPT 23: ISER Kickoff (Opening Day)
SEPT 30: ISER Large Group mtg @ 9am

NOV 3: ACCJC Check-In mtg @ 10 am
NOV 8: ISER Large Group mtg @ 1 pm
NOV 15: ISER Lead Workgroup mtg @ 1 pm
NOV 29: ISER Large Group mtg @ 1 pm

AUG — SEPT — OCT — NOV — DEC
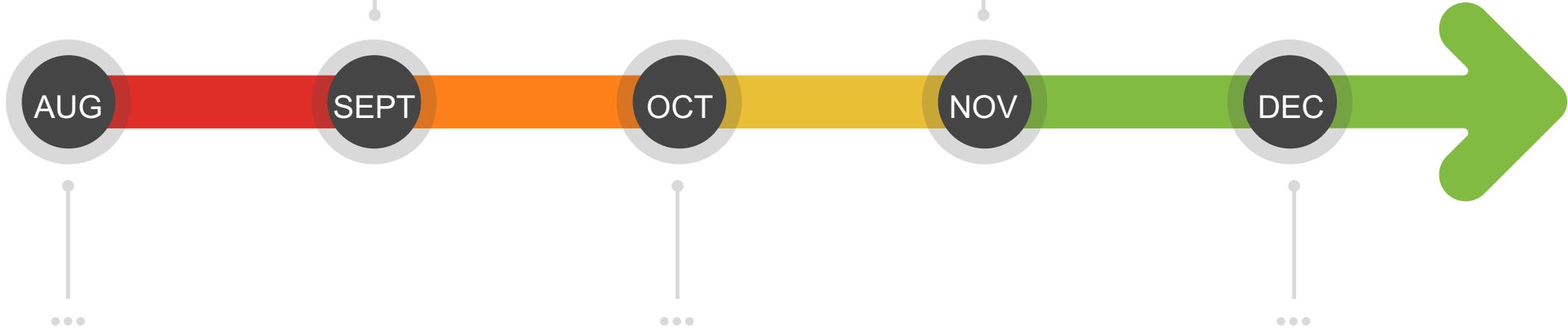
AUG 11: Accreditation Steering
Committee mtg
AUG 25: Accreditation Steering
Committee mtg

OCT 10: ISER Writer Onboarding
OCT 11: ISER Lead Workgroup mtg @ 1 pm
OCT 12: ISER Large Group mtg: QFE Discussion @ noon
OCT 25: ISER Large Group mtg @ 1 pm

DEC 13: ISER Large Group mtg @ 1 pm

Accreditation Steering Committee to shift to ISER Lead Workgroup beginning September 2022
ISER Lead Workgroup includes Accreditation Steering Committee + Standard Team Leads (Admin/Faculty)
ISER Large Group includes all Standard Team members + Team Leads (Admin/Faculty)

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REWIND REFRESH
Accreditation Standards
Canvas Tool

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STANDARD TEAM TASKS AND DELIVERABLES

It's all about the evidence

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FOOTHILL COLLEGE Institutional Self-Evaluation Report

ACCREDITATION

DATE
MEETING AGENDA

PURPOSE: XXXXX
LOCATION: Zoom?
TIME: X:XX AM – XX:XX AM

ITEM	TIME	TOPICS
1.	9:00 – 9:15	
2.	9:15 – 9:40	
3.	9:40 – 9:45	
4.	9:45 – 10:00	
5.	10:00 – 10:20	
6.	10:20 – 10:30	

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FOOTHILL COLLEGE   Institutional Self-Evaluation Report

ACCREDITATION

DATE
MEETING MINUTES

PURPOSE: XXXXX
LOCATION: Zoom?
TIME: X:00 AM – X:00 AM

ATTENDEES:
RECORDER:

ITEM	TOPICS	DISCUSSION/NOTES	NEXT STEPS/OUTCOMES	RESPONSIBLE PARTY (IF APPLICABLE)
1.	Ident Student Services	1. Review and agree on template 2. Read		All
2.				
3.				
4.				
5.				
6.				

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TEAM LEAD ROLE

- Provide context for evidence
  - What is it? What does it show?
  - Why should it be included?
- Write a brief summary
  - What might need to be improved?
- Upload into Canvas
- Communicate w/Lead Writer(s)

TEAM LEAD SUPPORT
One Standard statement
at a time

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QUALITY FOCUSED ESSAY

Identifying College Action Projects

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FOR DISCUSSION: OUR QFE APPROACH

- ISER training themes (May 2022)
  - Outreach and Retention
- Identified outcomes from Student Equity Plan
  - Retention
- Guided Pathways
  - Stay on the path/Progress

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FOR DISCUSSIONS: OUR QFE APPROACH

- ISER Large Group (Oct 12)
  - All college invited
- Review emerging themes
- Identify recommendations
- Conferring process
  - Governance, Cabinet, etc.

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