X. D. Associate Vice Chancellor of Institutional Development and Accreditation Liaison Officer Kristin Charles’ Report:

Accreditation:
The Accreditation Workgroups are working on their deep outlines for their standards in the summer. The Workgroups Co-Chairs are reporting on their standards at the Steering Committee, PGC, Associated Students meetings, and Board meetings. These updates focus on deficiencies, challenges, progress, and what’s new or missing with regard to the standards. The first report out was on Standard I presented at the June Board meeting (see also below); additional updates will continue in September and October. The Steering Committee developed a draft Rubric for the Workgroups to use in evaluating the extent to which we meet the standards; we will continue to refine the Rubric as we apply it. We are in the process of reviewing and revising our Accreditation website to ensure that the information presented is easy to access and aligned with ACCJC policies.

Institutional Effectiveness:
At its meeting on June 25, 2015, the Board received a status report on Standard IA (Mission) and Standard IB (Academic Quality and Institutional Effectiveness), as well as Standard IC (Integrity). Presentations were also made to the Accreditation Steering Committee and PGC earlier in June. A similar presentation is being scheduled for Associated Students. We wanted to take this opportunity to briefly recap the June presentations for Standards IA and IB, many aspects of which are supported by the Office of Research & Planning.

Standard IA (Mission) – No deficiencies were identified during the most recent accreditation visit, but two cautions were noted within the body of the Visiting Team Report (VTR). In addition, two new items are required to meet the 2014 ACCJC Standards. CCSF is already well on its way to addressing these.

- Keep the Mission central to future planning and decision-making. CCSF must continue this explicit practice.
- Pay attention to the provision of sufficient services at the Centers during annual review of the Mission statement. CCSF has included some Centers data in past reviews, but this area warrants further discussion.
- The Mission must describe degrees and credentials offered. CCSF’s Mission Statement already includes details that address this new area.
- The institution must use data to determine how effectively it is meeting its Mission and verify that the Mission directs prioritization. Although this item was newly added to the 2014 ACCJC Standards, data has always informed CCSF’s Mission statement review. CCSF has an administrative procedure (AP 1.00) which indicates the data used during the annual review of the Mission Statement. For more information see www.ccsf.edu/indices.
Standard IB – The most recent Visiting Team Report identified two deficiencies which require focused attention and improvement. In addition, the College must address new “expansion of thought” areas to meet the 2014 ACCJC Standards.

- Provision of sufficient services at the Centers was emphasized throughout the VTR. CCSF is primarily addressing sufficient services through action items specified in Standard IIC.
- Implement college-wide plans, clarify the relationship and integration among plans, and execute a well-defined assessment process that summarizes outcomes of plans. CCSF constituencies are currently engaged in discussions to clarify institutional processes for active integration and implementation of plans. Communication is also key. CCSF will be receiving feedback on planning from CCCCO’s Partnership Resource Team.
- “Expansion of thought” requires colleges to address student equity in SLO data and in college-wide dialog. In other words, these standards are not new but the emphasis on student equity is new. CCSF has several activities underway to address equity including CurricUNET reporting for disaggregated SLOs, program review analysis, discussion of Student Success Scorecard results, and presentations about implementation of the Education Master Plan and Student Equity Plan.
- “Expansion of thought” emphasizes the delineation of institution-set standards (i.e., measures) for student achievement. CCSF’s Assessment Planning Team helps draft institution-set standards which are then vetted with the Academic Senate and other areas of the College as appropriate. Substantial work has been completed for Credit measures. CTE measures need additional vetting. Noncredit measures are under development and should be available by Spring 2016. Institution-set standards are part of the ACCJC annual report due every March.

Grants:
The Grants and Resource Development Office is reviewing policies and procedures and working on reinvigorating website content. As the office transitions, we are also focusing on ensuring the existing administrative processes are relevant and effective. We have developed internal assessment instruments (surveys) to ensure that we make adjustments in our services as needed as part of our continuous improvement cycle. The Writing Success Project received an additional five-year grant in the amount of $1,958,750 from the U.S. Department of Education to continue supporting low-income, first-generation students.

Scholarships:
Notification letters for the General Scholarships were mailed out to all applicants last week. Osher Endowment checks were mailed out last week to 48 students, for a total of $40,000. Osher Initiative checks were mailed out last week to 6 students, for a total of $3,000. We were granted $172,000 for academic year 2014-2015 and $171,125 has been awarded. Applications for the Follett Bookstore Book Voucher scholarship were submitted in May and 65 applications were received.

SLO:
Maintaining momentum on two key Action Items related to the Education Master Plan, the SLO Coordinators and SLO Committee have scheduled a series of workshops that both respond to training needs brought on by new accreditation standards as well as the Professional Development Survey conducted in Spring 2015. These workshops, themed around Data Analysis, Success Factors that Boost Outcomes and Leveraging Technology will (a) provide training and development opportunities for faculty, staff, and students in topics and skills related to assessment and (b) create a system of resources and reference materials to assist
assessment activities. These workshops will complement the FLEX Day keynote address in which Outcomes experts David Marshall and Joanne Oxendine will present—along with the new SLO Coordination Team of Kristina Whalen (Communication Studies), Sheri Miraglia (Biology), Craig Kleinman (English), and Mandy Liang (Counseling)—ideas for making outcome activities meaningful and successfully used to buoy improvements.

Workshops already scheduled are as follows (more will be planned and scheduled):

**Data Analysis Series**
Interpreting disaggregated data - How to understand it and what to do about it.
For the first time, many units will be looking at disaggregated assessment data with an eye toward analyzing achievement gaps across different student groups. In this workshop, CCSF Research Analyst Dr. Laura Lara-Brady will discuss current data collected on how our students, especially under-prepared students, perform at CCSF and offer suggestions for how to interpret the data collected last Spring semester. Topics will include:

- How do I interpret disaggregated assessment data?
- Do I have enough data to form valid conclusions?
- What are some of the various methods for detecting achievement gaps?
- What are proven support strategies (improvements) at CCSF that boost student success?

Workshop offered three times this semester on:
- **Tuesday, September 22:** 4-5 PM
- **Monday, October 5:** 1-2:30 PM
- **Wednesday, October 14:** 3-4:30 PM

**Boosting Outcomes: Assessment Tool Series**
Using various assessment tools, including surveys, focus groups, and rubrics to richly improve student interaction.
"Using Student Voices: How focus groups, interviews, and student surveys can help you close the loop" on **Tuesday, September 15 from 4-5:30 pm**
"Using Rubrics to Teach and Assess" on **Thursday, October 22 from 3:00-4:30 pm**
"The RP Group's "Student Success Factors": Learn Research-based Strategies for Improving Student Outcomes" on **Tuesday, November 10 from 4-5:30 pm**
"Using Rubrics to Teach and Assess" on **Thursday, November 19 from 4-5:30 pm**

**Technology Workshops**
**Student ePortfolios Using LiveText**
The Culinary Department has led the charge on student ePortfolios and assessment. Come learn how your department can create both a rich assessment tool and a valuable resource for students.
- **Monday, September 28 from 2:30-4 pm**
- and repeated on **Wednesday, October 21st from 2:30-4 pm**