

Hsieh, Chialin

From: Buckley, Lawrence
Sent: Monday, March 31, 2014 8:04 AM
To: Richards, Robin; Hsieh, Chialin; Anderson, Gregory
Cc: Blackwood, Kathy; Hirzel, Douglas
Subject: FW: ACCJC - 2014 Annual Report Submission

Follow Up Flag: Follow up
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From: "support@accjc.org" <support@accjc.org>
Date: Monday, March 31, 2014 8:01 AM
To: Buckley <buckleyl@smccd.edu>
Cc: "Richards, Robin" <richardsr@smccd.edu>
Subject: ACCJC - 2014 Annual Report Submission

This confirms that your 2012-2013 Annual Report to ACCJC was submitted by Dr. Larry Buckley <buckleyl@smccd.edu> on 03/31/2014.

Below is a copy of the information submitted. You may also re-print the report by logging on at <https://www.accjc.org/annualreport>.



Western Association of Schools and Colleges

Accrediting Commission for Community and Junior Colleges

**2014 Annual Report
Final Submission
03/31/2014**

Canada
4200 Farm Hill Boulevard
Redwood City, CA 94061

General Information

#	Question	Answer
1.	Confirm logged into the correct institution's report	Confirmed
2.	Name of individual preparing report:	Chialin Hsieh
3.	Phone number of person preparing report:	650-306-3145
4.	E-mail of person preparing report:	hsiehc@smccd.edu
5a.	Provide the URL (link) from the college website to the section of the college catalog which states the accredited status with ACCJC:	http://www.canadacollege.edu/accreditation/index.php

5b.	Provide the URL (link) from the college website to the colleges online statement of accredited status with ACCJC:	http://www.canadacollege.edu/accreditation/index.php
6.	Total unduplicated headcount enrollment:	Fall 2013: 6,828 Fall 2012: 6,929 Fall 2011: 7,249
7.	Total unduplicated headcount enrollment in degree applicable credit courses for fall 2013:	6,222
8.	Headcount enrollment in pre-collegiate credit courses (which do not count toward degree requirements) for fall 2013:	1,896
9.	Number of courses offered via distance education:	Fall 2013: 49 Fall 2012: 39 Fall 2011: 30
10.	Number of programs offered via distance education:	0
11.	Total unduplicated headcount enrollment in all types of Distance Education:	Fall 2013: 1,280 Fall 2012: 1,046 Fall 2011: 687
12.	Total unduplicated headcount enrollment in all types of Correspondence Education:	Fall 2013: 0 Fall 2012: 0 Fall 2011: 0
13.	Were all correspondence courses for which students enrolled in fall 2012 part of a program which leads to an associate degree?	No

Student Achievement Data

#	Question	Answer
14a.	What is your Institution-set standard for successful student course completion?	70%
14b.	Successful student course completion rate for the fall 2013 semester:	70%
15.	Institution Set Standards for program completion: While institutions may determine the measures for which they will set standards, most institutions will utilize this measure as it is core to their mission. For purposes of definition, certificates include those certificate programs which qualify for financial aid, principally those which lead to gainful employment. Completion of degrees and certificates is to be presented in terms of total numbers. Each student who receives one or more certificates or degrees in the specified year may be counted once.	

	a.	If you have an institution-set standard for student completion of degrees and certificates combined, what is it?	500		
	b.	If you have separate institution-set standards for degrees, what is your institution-set standard for the number of student completion of degrees, per year?	300		
	c.	If you have separate institution-set standards for certificates, what is your institution-set standard for the number of student completion of certificates, per year?	280		
16a.	Number of students (unduplicated) who received a certificate or degree in the 2012-2013 academic year:		525		
16b.	Number of students who received a degree in the 2012-2013 academic year:		319		
16c.	Number of students who received a certificate in the 2012-2013 academic year:		255		
17a.	If your college has an institution-set standard for the number of students who transfer each year to 4-year colleges/universities, what is it?		240		
17b.	Number of students who transferred to 4-year colleges/universities in 2012-2013:		225		
18a.	Does the college have any certificate programs which are not career-technical education (CTE) certificates?		Yes		
18b.	If yes, please identify them:		-ESL-Preparation for Academic Scholarship and Success -Latin American Studies -Bilingualism and Biliteracy in English/Spanish -University Transfer Certificate of Achievement --CSU/GE --IGETC/CSU --IGETC/UC -Pathways to Student Success		
19a.	Number of career-technical education (CTE) certificates and degrees:		53		
19b.	Number of CTE certificates and degrees which have identified technical and professional competencies that meet employment standards and other standards, including those for licensure and certification:		1		
19c.	Number of CTE certificates and degrees for which the institution has set a standard for licensure passage rates:		1		
19d.	Number of CTE certificates and degrees for which the institution has set a standard for graduate employment rates:		n/a		
20.	2011-2012 examination pass rates in programs for which students must pass a licensure examination in order to work in their field of study:				
	Program	CIP Code 4 digits (##.##)	Examination	Institution set standard	Pass Rate

	Radiological Technology	51.09	national	90 %	100 %
21.	2011-2012 job placement rates for students completing certificate programs and CTE (career-technology education) degrees:				
	Program	CIP Code 4 digits (##.##)	Institution set standard	Job Placement Rate	
	Radiological Technology	51.09	80 %	93.7 %	
22.	Please list any other institution set standards at your college:				
	Criteria Measured (i.e. persistence, starting salary, etc.)	Definition		Institution set standard	
	Persistence	Fall to spring		59%	
	Success in GE	course success rate in GE courses		71%	
	Success in DE	course success rate in DE courses		53%	
	Success in CTE	course success rate in CTE courses		80%	
23.	<p>Effective practice to share with the field: Describe examples of effective and/or innovative practices at your college for setting institution-set standards, evaluating college or programmatic performance related to student achievement, and changes that have happened in response to analyzing college or program performance (1,250 character limit, approximately 250 words).</p> <p>The steps for the College to set institution-set standards are as follows. Step 1: Creation of the student performance dashboard. -This Dashboard is used to create college wide dialogue about program performance and student learning. -These conversations are used to inform the setting of college priorities and identify opportunities to improve student academic achievement. Step 2: Planning and Budgeting Council meeting of December 5, 2012, entirely devoted to discussions of Student Performance and Equity Dashboard. discussion included: - Course Retention and Student Persistence. -First Year Success Rates. -Success Rates in GE, CTE, Pre-Transfer, and ESL Courses. -Six Year Degree and Certificate Completion Rates. - Median Time to Degree. -Average Number of Units Earned. -Basic Skills Placement. Step 3: Planning and Budgeting Council identifies metrics. Metrics of student achievement are identified by the Council and were discussed by entire campus community at the March 2013 Flex Day. Step 4: Campus community input. Exercise by entire campus community on March 8, 2013, to set benchmarks and draft benchmarks and goals are circulated for feedback. Step 5: Planning and Budgeting Council adopts Benchmarks and Goals.</p>				

Student Learning Outcomes and Assessment

Note: Beginning fall 2012, colleges were expected to be at the proficiency level of Student Learning Outcomes assessment (see the ACCJC Rubric for Evaluating Institutional Effectiveness, Part III, Student Learning Outcomes). At this time, colleges are expected to be in full compliance with the Accreditation Standards related to student learning outcomes and assessment. All courses, programs, and student and learning support activities of the college are expected to have student learning outcomes defined, so that ongoing assessment and other requirements of Accreditation Standards are met across the institution.

#	Question	Answer
24.	Courses	
	a. Total number of college courses:	544
	b. Number of college courses with ongoing assessment of learning outcomes	544

		Auto-calculated field: percentage of total:	100
25.	Courses		
	a.	Total number of college programs (all certificates and degrees, and other programs as defined by college):	42
	b.	Number of college programs with ongoing assessment of learning outcomes	42
		Auto-calculated field: percentage of total:	100
26.	Courses		
	a.	Total number of student and learning support activities (as college has identified or grouped them for SLO implementation):	18
	b.	Number of student and learning support activities with ongoing assessment of learning outcomes:	18
		Auto-calculated field: percentage of total:	100
27.	URL(s) from the college website where prospective students can find SLO assessment results for programs:	http://www.canadacollege.edu/academics/learningoutcomes.php	
28.	Number of courses identified as part of the GE program:	224	
29.	Percent of GE courses with ongoing assessment of GE learning outcomes:	100%	
30.	Do your institution's GE outcomes include all areas identified in the Accreditation Standards?	Yes	
31.	Number of GE courses with Student Learning Outcomes mapped to GE program Student Learning Outcomes:	224	
32.	Number of Institutional Student Learning Outcomes defined:	5	
33.	Percentage of college instructional programs and student and learning support activities which have Institutional Student Learning Outcomes mapped to those programs (courses) and activities (student and learning support activities).	100%	
34.	Percent of institutional outcomes (ILOs) with ongoing assessment of learning outcomes:	100%	

<p>35. Effective practice to share with the field: Describe effective and/or innovative practices at your college for measuring ILOs, documenting accomplishment of ILOs in non-instructional areas of the college, informing college faculty, staff, students, and the public about ILOs, or other aspects of your ILO practice (1,250 character limit, approximately 250 words).</p> <p>Cañada College assesses its Institutional Learning Outcomes (ILOs) on an annual basis in order to assure institutional effectiveness and promote continuous improvement. The college uses multiple means of assessment: -Data from the Community College Survey of Student Engagement (CCSSE) -Data from a survey of students petitioning to graduate with a degree or certificate -Analysis of student ePortfolios The results of these assessments are discussed by our participatory governance bodies, including the Planning & Budgeting Council, and appropriate action plans are developed. Please click on the link for detail: http://www.canadacollege.edu/academicsenate/1314/ILOs_rev The outcomes of the analysis of the student ePortfolios is the faculty found that ILO 1: Critical and Creative Thinking could be better assessed if the creative facet was separated from the critical thinking component. The team also found that students often had difficulty distilling the salient differences between the ILOs. In September 2013, Canada's Academic Senate Governing Council created an ad hoc workgroup to begin revising the ILOs. The following are the result of their work and follow up discussion among the Academic Senate, SSPC, IPC, PBC and ASCC.</p>
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Each of the following narrative responses is limited to 250 words. As you develop your responses, please be mindful of success stories that can be reported in the last question of this section. We look forward to including this information from colleges in our report to the Commission and the field in June.

<p>36. Please discuss alignment of student learning outcomes at your institution, from institutional and course to program level. Describe your activities beyond crosswalking or charting all outcomes to courses in a program (often called "mapping"), to analysis and implementation of alignment in the planning of curriculum and delivery of instruction. Discuss how the alignment effort has resulted in changes of expected outcomes and/or how students' programs of study have been clarified. Note whether the described practices apply to all instructional programs at the college (1,250 character limit, approximately 250 words).</p> <p>Faculty aligned Course SLOs with Program LOs and ILOs, using the Tracdat software system. We are trying to revise the format to make this "mapping" more amenable to meaningful analysis. Currently, course requirements and sequences within Programs are determined by content, prerequisites, and transfer requirements. The state-mandated Transfer Model Curriculum degrees are expected to influence our degree requirements, as each of these TMCs becomes approved. To ensure that students who complete its programs are prepared for their chosen degree, license or employment goal, Cañada College has developed student learning outcomes, program learning outcomes and institutional learning outcomes. Student learning outcomes have been developed for each course offered through the College. Furthermore, the program planning model that Cañada College uses requires every instructional program to annually document its assessment of student learning outcomes in TracDat, an on-line repository for student learning outcomes. The assessment of student learning outcomes serves as the foundation for planning improvement in teaching and learning strategies</p>

<p>37. Describe the various communication strategies at your college to share SLO assessment results for usage by internal and external audiences. Explain how communications take into account how the information is expected to influence the behavior or decisions of particular audiences. Discuss how communication of student learning outcomes assessment information and results impacts student behavior and achievement (1,250 character limit, approximately 250 words).</p> <p>Assessment of Learning outcomes is integrated into many activities at our college. Department faculty periodically review course and program SLO results at scheduled Professional Development days, for which adjunct faculty are given stipends to promote their participation. Assessment results are part of the annual Program Review and Planning process, and therefore linked to any requests for resources (personnel, equipment, staff support time). All Annual Program Reviews (and SLO reports) are available online to staff and faculty via a SharePoint site (internal website). Comprehensive Program Reviews include presentation before an all-college forum, open to the public. The planning committees (Instructional Planning Committee, Student Services Planning Committee, and Planning &</p>

	Budgeting Committee) use these Annual and Comprehensive Reviews as a central part of recommendations. including resource allocations. These reports are submitted to the District's Board of Trustees. Students are informed of Course SLOs by their course syllabi.
38.	<p>Explain how dialog and reporting of SLO assessment results takes place at the departmental and institutional levels. Note whether practices involve all programs at the college. Illustrate how dialog and reporting impact program review, institutional planning, resource allocation, and institutional effectiveness (1,250 character limit, approximately 250 words).</p> <p>The college's policy, determined by the SLOAC Advisory Committee, is that each course will have at least one SLO assessed each time it is taught, and that all of a course's SLOs will be assessed within a 4-year period. This policy is designed to give faculty flexibility to apply effort on assessments and pedagogical change where they are needed most. All academic programs report their Course SLO and PLO assessment results via a Tracdat software system. Assessment results are part of the annual Program Review and Planning process, and therefore linked to any requests for resources (personnel, equipment, staff support time). All Annual Program Reviews (and SLO reports) are available online to staff and faculty via a Sharepoint site. The planning committees (Instructional Planning Committee, Student Services Planning Committee, and Planning & Budgeting Committee) use these Annual and Comprehensive Reviews as a central part of recommendations. including resource allocations. These reports are submitted to the District's Board of Trustees.</p>
39.	<p>Please share with us two or three success stories about the impacts of SLO practices on student learning, achievement, and institutional effectiveness. Describe the practices which led to the success (1,250 character limit, approximately 250 words).</p> <p>Achievement measures played a stronger role than student earning outcomes in terms of student success. (Retention, completion, persistence, degree/certificate awarded, and transfer, etc. See #23.) Course SLOs assessment results and dialogues have stimulated individual faculty to take a good look at what they do in the classroom and why, and promoted dialog among instructors about pedagogy. PLO assessment results include sample sizes too small to make valid conclusions, and the few numbers of grads per major may keep it that way for awhile.</p>

Substantive Change Items

#	Question	Answer
40.	Number of submitted substantive change requests:	2012-13: 1 2011-12: 0 2010-11: 0
41a.	Is the institution anticipating a proposal for a substantive change in any of the following change categories? (Check all that apply)	No changes planned
41b.	Explain the change(s) for which you will be submitting a substantive change proposal:	NA

Other Information

#	Question	Answer
42a.	Identify site additions and deletions since the submission of the 2013 Annual Report:	NA

42b.	List all instructional sites other than the home campus where 50% or more of a program, certificate, or degree is offered:	NA
43.	List all of the institution's instructional sites out of state and outside the United States:	NA

The data included in this report are certified as a complete and accurate representation of the reporting institution.

If you need additional assistance, please contact the commission.

Sincerely,

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