



## Worksheet for CSU, Chico's Preparatory Review 2006 – 2007

### Evidence Team 1: Institutional Purposes

#### Purpose of the Worksheet

This worksheet has been adapted from the WASC "Worksheet for Preliminary Self-Review under the Standards" to assist the campus in preparing for its WASC Capacity and Preparatory Review. The overall purpose of this review is to ensure that CSU, Chico "... functions with clear purposes, high levels of institutional integrity, fiscal stability, and organizational structures to fulfill its purposes." A report on the review is to be submitted to WASC in December 2006 and a Capacity and Preparatory Review campus visit is scheduled for spring 2007. With this worksheet, **we are asking you to identify and evaluate the evidence and/or data that the campus could / should use to demonstrate its commitment to institutional capacity in the area of institutional purposes.**

#### The WASC Standards and CFRs

The WASC Standards are the framework of evaluation for the Accreditation Review Process, and are to be applied within our mission and institutional context. Accreditation judgments are to be made at the level of the Standard itself. Within each Standard are sub-areas titled "Criteria for Review" (CFRs). Each of the CFRs defines topical areas essential to the Standard and is meant to support the decision about whether the institution meets the Standard. Many of the CFRs have associated Guidelines which identify the expected forms or methods of demonstrating performance. For a more complete description of all Standards, CFRs, and Guidelines, see the *2001 Handbook*, p. 15-16. (Available at <http://www.csuchico.edu/vpaa/vppra/wasc/resources.html> )

#### Instructions for Using this Worksheet

The attached worksheet is designed to solicit your expert judgment on how the campus can / should demonstrate its capacity to define and sustain learning and educational effectiveness. In particular, we ask you to identify what **evidence and / or data** currently exists and that could be used on campus to demonstrate that CSU, Chico meets the broad statement of the Institutional Purposes Standards. Once having identified the evidence or data, we ask you to evaluate the quality of the evidence or data (i.e. how reliable, valid and directly related to the individual criteria they are and whether improvement is needed). Finally, we ask you to decide whether improvement in existing evidence is needed as well as determine what other data, documentation or processes need to be developed in order to truly assess whether we meet each criterion.

We will use your input and judgments to develop an electronic, web-based performance measurement system that provides data on indicators and metrics of achievement that demonstrate progress towards achieving our vision, mission, and strategic priorities. We will be using the PBVIEWS software to report these data on an annual basis.

**Thank you so very much for participating in this important campus effort!**

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### **Standard 1. Defining Institutional Purposes and Ensuring Educational Objectives.**

The institution defines its purposes and establishes educational objectives aligned with its purposes and character. It has a clear and conscious sense of its essential values and character, its distinctive elements, its place in the higher educational community and its relationship to society at large. Through its purposes and educational objectives, the institution dedicates itself to higher learning, the search for truth, and the dissemination of knowledge. The institution functions with integrity and autonomy.

- ? Institutional Purpose
- ? Integrity

**Guideline (Criterion 1.1):** The institution has a published mission statement that clearly describes its purposes. The institution's purposes fall within recognized academic areas and/or disciplines, or are subject to peer review within the framework of generally recognized academic disciplines or areas of practice.

**Guideline (Criterion 1.2):** The institution has published educational objectives that are consistent with its purposes.

**CRITERION FOR REVIEW**

**1.1 The institution's formally approved statements of purpose and operational practices are appropriate for an institution of higher education and clearly define its essential values and character.**

What evidence, data or documentation of processes currently exist that demonstrate our capacity regarding this criterion? (Please develop a complete list of EMs, data sources, web pages, etc.)

What is the **quality** of this evidence, data or documentation? How reliable, valid, and directly related to the criterion are they?

What improvements are needed in the quality of this evidence, data or documentation?

What evidence, data, documentation or processes do you recommend we develop in order to truly assess whether as an institution we meet this criterion?

**CRITERION FOR REVIEW**

**1.2 Educational objectives are clearly recognized throughout the institution and are consistent with stated purposes. The institution has developed indicators and evidence to ascertain the level of achievement of its purposes and educational objectives.**

What evidence, data or documentation of processes currently exist that demonstrate our capacity regarding this criterion? (Please develop a complete list of EMs, data sources, web pages, etc.)

What is the **quality** of this evidence, data or documentation? How reliable, valid, and directly related to the criterion are they?

What improvements are needed in the quality of this evidence, data or documentation?

What evidence, data, documentation or processes do you recommend we develop in order to truly assess whether as an institution we meet this criterion?

**CRITERION FOR REVIEW**

**1.3 The institution's leadership creates and sustains a leadership system at all levels that is marked by high performance, appropriate responsibility, and accountability.**

What evidence, data or documentation of processes currently exist that demonstrate our capacity regarding this criterion? (Please develop a complete list of EMs, data sources, web pages, etc.)

What is the **quality** of this evidence, data or documentation? How reliable, valid, and directly related to the criterion are they?

What improvements are needed in the quality of this evidence, data or documentation?

What evidence, data, documentation or processes do you recommend we develop in order to truly assess whether as an institution we meet this criterion?

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### **Standard 3. Developing and Applying Resources and Organizational Structures to Ensure Sustainability**

The institution sustains its operations and supports the achievement of its educational objectives through its investment in human, physical, fiscal, and information resources and through an appropriate and effective set of organizational and decision-making structures. These key resources and organizational structures promote the achievement of institutional purposes and educational objectives and create a high quality environment for learning.

- ? Faculty and Staff
- ? Fiscal, Physical and Information Resources
- ? Organizational Structures and Decision-making Processes

**Guideline (Criterion 3.8):** The institution has an organization chart that clearly depicts positions, associated responsibilities, and lines of authority.

**CRITERION FOR REVIEW**

**3.8 The institution's organizational structures and decision-making processes are clear, consistent with its purposes, and sufficient to support effective decision-making.**

What evidence, data or documentation of processes currently exists that demonstrate our capacity regarding this criterion? (Please develop a complete list of EMs, data sources, web pages, etc.)

What is the **quality** of this evidence, data or documentation? How reliable, valid, and directly related to the criterion are they?

What improvements are needed in the quality of this evidence, data or documentation?

What evidence, data, documentation or processes do you recommend we develop in order to truly assess whether as an institution we meet this criterion?

## CRITERION FOR REVIEW

**3.9 The institution has an independent governing board or similar authority that, consistent with its legal and fiduciary authority, exercises appropriate oversight over institutional integrity, policies, and ongoing operations, including hiring and evaluating the chief executive officer.**

What evidence, data or documentation of processes currently exist that demonstrate our capacity regarding this criterion? (Please develop a complete list of EMs, data sources, web pages, etc.)

What is the **quality** of this evidence, data or documentation? How reliable, valid, and directly related to the criterion are they?

What improvements are needed in the quality of this evidence, data or documentation?

What evidence, data, documentation or processes do you recommend we develop in order to truly assess whether as an institution we meet this criterion?

**CRITERION FOR REVIEW**

**3.10 The institution has a chief executive whose full-time responsibility is to the institution, together with a cadre of administrators qualified and able to provide effective educational leadership and management at all levels.**

What evidence, data or documentation of processes currently exist that demonstrate our capacity regarding this criterion? (Please develop a complete list of EMs, data sources, web pages, etc.)

What is the **quality** of this evidence, data or documentation? How reliable, valid, and directly related to the criterion are they?

What improvements are needed in the quality of this evidence, data or documentation?

What evidence, data, documentation or processes do you recommend we develop in order to truly assess whether as an institution we meet this criterion?

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### **Standard 4. Creating an Organization Committed to Learning and Improvement**

The institution conducts sustained, evidence-based, and participatory discussions about how effectively it is accomplishing its purposes and achieving its educational objectives. These activities inform both institutional planning and systematic evaluations of educational effectiveness. The results of institutional inquiry, research, and data collection are used to establish priorities at different levels of the institution, and to revise institutional purposes, structures, and approaches to teaching, learning, and scholarly work.

- ? Strategic Thinking and Planning
- ? Commitment to Learning and Improvement

**Guideline (Criterion 4.6):** The institution has clear, well established policies and practices for gathering and analyzing information that leads to a culture of evidence and improvement.

## CRITERION FOR REVIEW

**4.6 Leadership at all levels is committed to improvement based on the results of the processes of inquiry, evaluation and assessment used throughout the institution. The faculty takes responsibility for evaluating the effectiveness of the teaching and learning process and use the results for improvement. Assessments of the campus environment in support of academic and co-curricular objectives are also undertaken and used, and are incorporated into institutional planning.**

What evidence, data or documentation of processes currently exist that demonstrate our capacity regarding this criterion? (Please develop a complete list of EMS, data sources, web pages, etc.)

What is the **quality** of this evidence, data or documentation? How reliable, valid, and directly related to the criterion are they?

What improvements are needed in the quality of this evidence, data or documentation?

What evidence, data, documentation or processes do you recommend we develop in order to truly assess whether as an institution we meet this criterion?

## Synthesis/Reflections

Looking overall at the evidence and data to be used to support CSUC's claim to institutional capacity in this area, please indicate below what you see as areas of strength, as well as areas that **most** need improvement and measurement development.

**Areas of strength:**

**Areas that need improvement:**

**Areas that need measurement development:**