



Memorandum

To: R. Ray D. Somera, Ph.D.
Vice President for Academic Affairs

Via: Marlena O.P. Montague
Assistant Director for Assessment, Institutional Effectiveness & Research (AIER)

From: Anjelica C.U. Perez
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Subject: Discussion on Institution Set Standards

Date: 24 May 2018

AIER met individually with Faculty Senate and Staff Senate to discuss institution set standards. The newly-formatted *ACCJC Midterm Report Data Reporting Form: Annual Report Data on Institution-Set Standards* (Midterm Report) was used as a guideline. The Midterm Report includes seven measures of student achievement: (1) student course completion; (2) degree completion; (3) certificate completion; (4) transfer; (5) student learning outcomes assessment; (6) licensure pass rate; (7) job placement rate.

Moving forward, the consensus is for the College to adopt the seven measures of student achievement required by ACCJC. In addition, the College will continue to report on graduation rate of first-time, full-time, degree-seeking students among other subpopulations of students. In total, the College will assess its performance based on eight measures of student achievement.

The ACCJC Midterm Report includes five line items under each measure: institution set standard; stretch goal; actual performance; difference between standard and performance; difference between stretch goal and performance. The institution set standard was based on the College's lowest performance for each measure between 2015, 2016 and 2017 (or, three-year low). The stretch goal was based on the College's highest performance for each measure between 2015, 2016 and 2017 (or, three-year high). Other factors considered in determining the final institution set standard and the stretch goal for each measure included anecdotal experience of faculty and staff. The table below lists the three-year low, institution set standard, three-year high, and stretch goal for each of the eight measures of student achievement.

Measure of Student Achievement	Three-Year Low	Institution Set Standard	Three-Year High	Stretch Goal
1 Student Course Completion	81%	70%	84%	85%
2 Degree Completion	217	210	278	280
3 Certificate Completion	66	60	82	85
4 Transfer	44	40	63	70
5 Student Learning Outcome Assessment	100%	85%	100%	100%
6 Licensure Pass Rate	64%	65%	75%	75%
7 Job Placement Rate	24%	30%	85%	60%
8 150% Graduation Rate	13%	10%	18%	30%