



Completed Action Projects

Year(s)	Name and Strategic Initiative	Major Accomplishments
2005-2009	Systematic and Ongoing Evaluation Process for Employment Policies and Procedures	<ul style="list-style-type: none"> • Developed the Employee Feedback Survey • Initiated Employee Orientation
2005-2009	Teaching/Learning Center on EAC Campus	<ul style="list-style-type: none"> • Created Center for Teaching and Learning at EAC (the primary resource center on campus for assisting faculty and staff in personal development)
2005-2009	Develop More Effective Ways to Measure Teaching and Learning	<ul style="list-style-type: none"> • Initiated the use of the Noel-Levitz Student Satisfaction Survey • Initiated the use of the CAAP test (assesses academic achievement in general education) • Eliminated the requirement to use pre-tests if three years of baseline data was available
2008-2012	7-14 Partnerships in Math and Science	<ul style="list-style-type: none"> • Developed the Southeast Arizona Teachers' Academy (SEATA), a summer workshop series focused on improving instruction of math, science, and technology • Developed partnerships with local school districts and government agencies to increase interest and understanding of math and science • Developed the Annual Southeast Arizona Regional Science Fair held on EAC's campus
2008-2012	Student Retention Initiative	<ul style="list-style-type: none"> • Developed an Early Warning System whereby students who show early attendance problems or withdraw are directed to a Retention Specialist • Developed an Exit Survey to obtain measures on the reasons that students decide to withdraw • Developed the Student Learning Center, an on-campus lab for student studying and tutoring • Initiated the use of Compass Placement Scores for early intervention in reading and English courses • Re-stated the Committee on Developmental Education and Retention to oversee retention efforts at EAC
2009-2014	Developing a Strategic Planning Process and Strategic Plan for EAC	<ul style="list-style-type: none"> • Developed a Strategic Plan, through the utilization of employee and other stakeholder feedback, which includes 6 major goals. • Created the Strategic Plan into a color pamphlet that was distributed across the institution and posted on EAC's website.
2010-2011	Distance Education Online Assessment Processes and Procedures	<ul style="list-style-type: none"> • Added online specific questions to the Course Evaluation Management System (CEMS) to measure satisfaction with online courses • Converted to a new course delivery system which increased test security • Conducted a survey to understand learning the characteristics and demographics of the typical online student • Shared best practices for online instruction to all online instructors • Revised the Academic Integrity Policy to ensure that the wording is clear and up-to-date
2011-2012	Develop Measures to Benchmark Partnership Satisfaction	<ul style="list-style-type: none"> • Developed a survey that is administered by EAC and a consortium of HLC institutions which provides a valuable comparison of partnership satisfaction • Developed the EAC Survey Tool which is a survey administration tool that allows for benchmarking and can be used for internal or external surveys
2011-2014	Refining Program Portfolio and Review Process	<ul style="list-style-type: none"> • Improved the program portfolio template and creation process by obtaining feedback from faculty and staff • Developed an online system that streamlines the process of writing the program portfolio. This also includes automated population of data tables and storage of past portfolios. • Created a formalized program portfolio appraisal process to improve the feedback loop between departments and their respective administrators.
2011-2015	Improving the First-Time Student Experience	<ul style="list-style-type: none"> • Development of a step-by-step guide for new students (10 Steps to Admission) • Improvement of the new student orientation, Monster Bridge • Developed a more inclusive online Gila Hank
2012-2015	Developing an Ethics Statement, Pledge, and Training	<ul style="list-style-type: none"> • Developed an Ethics Statement and Pledge, which is now part of the annual contracting process. • Revised the Code of Ethics (Policy 4600.00) • Created a formalized Employee Ethics Training Program
2014-2016	Learning Resource Materials Adoption Policy	<ul style="list-style-type: none"> • EAC's textbook policy 6240.00 and regulation 6240.01 were revised to include more flexibility in the types of resources that instructors can utilize to augment their courses. • EAC's textbook adoption system was modified to allow the ability to use Open Education Resources (OER).
2013-2016	Develop a Process to Assess Learning from Co-Curricular Programs	<ul style="list-style-type: none"> • Developed a process to assess learning from EAC's co-curricular programs and identify opportunities for productive change in the future. • Developed an annual report, the Report of Eastern Arizona College Co-curricular Learning Outcome Statements, Rubrics, and Results, which display a summary of the process and results on an annual basis. • Integrated the Co-Curricular Assessment into the Annual Program Portfolio Process-through BEACON
2015-2017	Course Evaluation Improvement Project	<ul style="list-style-type: none"> • Modified questions to ensure relevancy and appropriate order • Provided instructors with flexibility with open and end dates • Automated emails sent to students and faculty • Resulted in a significant increase in response rates
2017-2018	Adjunct Faculty Evaluation Project	<ul style="list-style-type: none"> • Revised policy 4650.01 and 4651.01 with P&S and Board approval • Created the EAC Faculty Observation Form • Provided training to employees on the use of the form • Section B of Program Portfolios will track the completion of instructor evaluations