



Completed Action Projects

Year(s)	Name	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