



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