

College Effectiveness Council Charter

Responsible Person	Executive Director, Institutional Effectiveness and Planning	Adopted	09/05/2024
Granting Authority	President	Revised	MM/DD/YY
Webpage Link	https://www.roguecc.edu/strategicPlan/CEC.asp	Version	001
Alignment with mission/vision	WIG 4 - Institutional Excellence	Group Type	Council

Statement of Purpose

The College Effectiveness Council's mission is to provide the college guidance using relevant data to engage in ongoing, purposeful, systematic, and comprehensive planning, assessment and continuous improvement processes leading to mission fulfillment.

Authority

The College Effectiveness Council (CEC) provides recommendations to relevant departments and programs in alignment with the college's strategic mission but does not have decision-making power. The CEC is responsible for supporting the Executive Director of Institutional Effectiveness & Planning's role of overseeing college-wide accreditation compliance.

Responsibilities

1. Assist with preparations for compliance monitoring by the Northwest Commission on Colleges and Universities (NWCCU).
2. Encourage and monitor a culture of planning, assessment, and continuous improvement for performance excellence.
3. Coordinate data gathering and analyses as part of the environmental scanning process required in college-wide planning (NWCCU Standard 1.B.4)
4. Assist with the development of a college-wide strategic plan that includes the mission, vision, values, and goals or core themes, and measurable objectives and action plans supported by appropriately defined data and analysis used to evaluate adaptability, sustainability, and fulfillment of the college's mission (NWCCU Standards 1.A, 1.B)
5. Coordinate and track assessment of strategic planning goals, including the objectives for each goal, and using verifiable indicators of achievement to form the basis for evaluating accomplishments; and, for improvement purposes through evaluation of plans, programs, and services (NWCCU Standard 1.B.1).
6. Maintain a CEC page within the college's website that provides access to key indicators of achievement, RCC's strategic plan, other planning documents, assessment reports, and recommendations, and necessary planning and communication tools.

Standard Group Procedure

Meetings will be held at least once per term, and the chair is responsible for scheduling and coordination of meetings. Meeting notes are the responsibility of the Office of Institutional Effectiveness and Planning. Notes are distributed to CEC members and posted consistent with college processes.

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Membership

Council members are expected to devote sufficient time to participate in and contribute to the council activities. Council members are required to adhere to the charter and assume and complete assignments as designated. Members are expected to make a reasonable effort to attend regularly scheduled meetings and actively participate in work groups as needed. Membership will have a minimum of the assigned and appointed positions, as outlined below:

Assigned Positions:

- Chair- Executive Director of Institutional Effectiveness and Planning
- College President
- College Vice Presidents (all)
- Dean, Student Success
- Dean, Enrollment Management
- Dean, Instruction
- Director, Institutional Research
- Outcomes & Assessment Coordinator

Appointed Positions:

- Faculty
- Classified
- Representatives from each college division
- Student, appointed by Associated Student Government (ASG)

Chair

The chair is assigned to the Executive Director, Institutional Effectiveness and Planning. The chair may appoint a co-chair or designee at any time.

Membership Cycle

Appointed employees are selected by senior leadership. The chair and senior leadership may remove members if they deem it necessary. Removed members may appeal to the college president for consideration of reinstatement.