

# COUNTDOWN TO WASC

## SCAVENGER HUNT—Rules and Details

**Goal:** To communicate key expectations for faculty and staff in preparation for WASC visit by engaging in information-sharing and information-seeking activities that aims to educate or inform in a fun way. Information communicated will be related to WASC, SCE and SCE programs/departments.

**Target Audience:** All SCE staff, faculty, and managers

**Target Duration of Campaign:** 7 weeks (starting January 24, 2011)

**Outcome:** To ensure that the staff, and faculty know what is expected of them if/when the visiting team asks them questions during the accreditation visit on March 14-16, 2011.

**Measurement:** Staff and faculty will feel more confident and better prepared to answer questions by the accrediting visiting team during the WASC visit. A survey will be sent on March 18, 2011 asking for input regarding the communication plan and activities.

### **Countdown to WASC Scavenger Hunt Explanation:**

- A six-week Countdown to WASC Scavenger Hunt will begin on Monday, January 24, 2011.
- Staff and faculty will be provided background information and resource materials/links on Friday, January 21, 2011 from which to reference during the six-week Scavenger Hunt.
- Each week, six questions will be posed on WASC Scavenger Hunt Worksheet/Checklist relating to WASC, SCE or SCE Departments; this Worksheet will be sent via email to the allstaff emails each Monday by the Public Information Officer. The six Mondays will start on January 24, 2011 with the last email being sent on February 28, 2011.
- Staff and faculty will need to search websites, links, electronic documents or throughout the campus to locate the information.
- On Monday, March 7, 2011 staff and faculty will be emailed a Countdown to WASC Scavenger Hunt Quiz which will include questions related to the information sought during the prior six weeks.
- The first 25 staff and faculty members to submit their Quiz with all correct answers will win an **instant prize**. All participants who submit correctly-answered quizzes during the week of March 7, 2011 will also be entered into a **grand prize** drawing. Prizes will be revealed sometime during the six-week Scavenger Hunt.
- Participation in the Countdown to WASC Scavenger Hunt is optional for staff and faculty, but highly encouraged.

**Don't know the answer to the questions? Ask a colleague, manager, or faculty member! Or check out these resources:**

- WASC Fact Sheet/Study Guide and SCE Facts and Information
- SCE Mission, Vision, Values , and Institutional Student Learning Outcomes
- Important Links:
  - WASC WebSite: <https://sites.google.com/a/sce.cc.ca.us/sce-wasc/>
  - WASC Virtual Evidence Room: <https://sites.google.com/a/sce.cc.ca.us/wasc-virtual-evidence-room-for-school-of-continuing-education/>
  - SCE Reference Manual: <https://docs.google.com/a/sce.cc.ca.us/Doc?docid=0AedHFWy9G-3XZGNreDI0cmRfMTBka2tjYm5udA&hl=en>
  - SCE Faculty Handbook: <https://sites.google.com/a/sce.cc.ca.us/facultyhandbook/>

