



# Accreditation Overview Winter 2016

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## What is ACCJC?

(Accrediting Commission for Community and Junior Colleges)

- Part of WASC (Western Association of Schools and Colleges)
- Accredits community colleges and other associate degree granting institutions in the Western region
- One of seven regional accrediting commissions in the U.S.
- ACCJC is authorized to operate by the Department of Education

## What is accreditation?

- Voluntary participation in self regulation
- Peer review process to ensure overall educational quality and Institutional effectiveness
- Site visit every 6 years (moving to every 7 years)

## Why do we need it?

- Provides assurance to the public that the college meets set Standards and Federal Eligibility Requirements (ERs)
- Provides assurance to employers and other higher education institutions that the degree is legitimate
- Needed to receive federal financial aid

“The primary purpose of an ACCJC-accredited institution is to foster student learning and student achievement. An effective institution ensures that its resources, programs, and services, whenever, wherever, and however delivered, support student learning and achievement. The effective institution ensures academic quality and continues improvement through ongoing assessment of learning and achievement and pursues institutional excellence and improvement through ongoing, integrated planning and evaluation.” - ACCJC

## **What is the Self-Study Report?**

- An honest evaluation of our strengths and weaknesses
- Continuous self-evaluation of our activities for continuous improvement
- A reflective, analytical and forward thinking look into our processes and practices

## What should it include?

- Information and evidence of meeting our mission AND the Standards
- Areas for improvement (actionable improvement plans and Quality Focus Essay)
- A commitment to continuous quality and improvement
- Presentation of evidence of student achievement and learning (results, analysis of the results, use of the results at the course, program and institution levels)

Example Self-Study Report:

Napa Valley College: <http://bit.ly/1I4d3P9>

## **Standard 1: Mission, Academic Quality and Institutional Effectiveness and Integrity**

- A. Mission
- B. Academic Quality and Institutional Effectiveness
- C. Institutional Integrity

## **Standard 2: Student Learning Programs and Support Services**

- A. Instructional Programs
- B. Library and Learning Support Services
- C. Student Support Services

## **Standard 3: Resources**

- A. Human Resources
- B. Physical Resources
- C. Technology Resources
- D. Financial Resources

## **Standard 4: Leadership and Governance**

- A. Decision-Making Roles and Processes
- B. Chief Executive Office
- C. Governing Board
- D. Multi-College Districts

- Use the language in the Standards as part of your answer
- Make sure that you answer every part of the Standard
- Repetition is not necessarily a bad thing
- Link to relevant evidence
- Write it like it is
  - Report the facts
  - Avoid unnecessary superlatives
  - Limit describing future plans in the action plans or quality focus essay
  - Only make claims that can be substantiated with evidence
  - Use a one-voice narrator

## What types of data can we use?

- Qualitative and/or quantitative data presented in tables, charts and graphs or in documentary form WITH ANALYSIS
- Longitudinal when appropriate
- Disaggregated by relevant subpopulations



## **Examples of Evidence:**

- Policies on curriculum review and implementation
- Evaluation of student learning outcomes
- Review elements, cycles/timelines, connection and correlation of program review with institutional planning
- Usage of program review data at all levels and across multiple cycles
- Actions taken (improvements) on the basis of program review

## **What is the site visit team looking for in regards to data?**

- That we routinely and systematically gather data
- We analyze data and reflect upon the data and the analysis
- We publish the data and analyses and share them widely with constituent groups
- We use them to plan and implement program improvements
- We use them to plan and implement institutional improvements
- We use them to evaluate the effectiveness of our improvements

- State Scorecard
- Program Review documents
- SLO assessment results, analysis and changes made due to ongoing assessment
- Policies and procedures
- College website and usability of it
- Human resources (positions) intended to help meet Standards
- Committee minutes and agendas
- Mid-term report for accreditation
- Surveys (CCSSE, Accreditation)
- Student learning and achievement data (Educational Master Plan, Equity Plan, 3SP Plan, etc.)



# Draft Timeline

January 2016	February 2016	March-April 2016	May 2016	June 2016
District provides functional map to colleges	Assign standards to teams and provide training on the Standards	Teams begin work on self-study; Campus provides feedback on District Accreditation Survey	Accreditation survey sent to students and employees	District provides accreditation survey results to colleges
September 2016 - November 2016	December 2016	January 2017	February 2017	March 2017
Teams continue work on self-study.	Accreditation Steering Committee determine areas for Quality Focus Essay (QFE) - Teams finalize self-study areas	Self-study draft shared with governance groups - Steering Committee Drafts QFE	QFE finalized and shared with governance groups	Campus feedback and public comments on process, self-study report, and QFE collected
April 2017	May 2017	June 2017	July - September 2017	October 2017
Campus feedback incorporated into final draft	Documents due for editing	Final draft of self-study due to Board of Trustees	Self-study to printer; Copies sent to team; Accommodations for site visit; Compile hard copies of evidence for team room	Site Visit

# Draft Assignments

College Planning Committee	IPBT	Library	SSPBT	FERPBT	Technology Taskforce
Standard 1.A., 1.B., 1.C.	Standard 2.A.	Standard 2.B.	Standard 2.C.	Standard 3.A., 3.B., 3.D. (Liabilities, Contractual Agreements)	Standard 3.C.

Campus Budget	Academic Senate	Classified Senate	President and Senior Staff	District Advisory Team
Standard 3.D. (Planning and Fiscal Responsibility and Stability)	Standard 4.A.	Standard 4.A.	Standard 4.B.	Standard 4.C., 4.D.

Questions?