

ACCREDITATION PRIMER

**ACBO INSTITUTE
APRIL, 2018**

DISCLAIMER

THERE ARE A LOT OF WORDS IN THIS PRESENTAION

WE WILL NOT BE READING ALL THOSE WORDS

THERE ARE SO MANY WORDS SO THAT YOU HAVE A RESOURCETO LOOK BACK ON IN
PREPARATION FOR THE FINAL EXAM

Final Exam?

STUDENT LEARNING OUTCOMES

- Awareness Level:
 - Peer Review
 - The five standards
 - Components of Standard III – Resources
 - Importance of planning/budgeting process
 - Fiscal Health factors
- Understanding of why you should want to be on college and ACCJC teams!

THE ACCJC (*ACCJC.ORG*)

- Accrediting Commission for Community and Junior Colleges
- Accredits all California community colleges (CCCs)
- Also accredits other credit granting institutions
- An institution must be accredited in order for
 - It to grant grant credit
 - Students to receive federal financial aid

BASIC PRINCIPLES

- Collaborative
- Peer Review
- 7-year cycle, but
- Process is intended to be continuous
- Based on four standards

BASIC PROCESS

SEVERAL SLIDES TO FOLLOW



**COMMISSION OFFICIALLY
NOTIFIES COLLEGE OF THE
NEED TO REVIEW**



**COLLEGE AND COMMISSION
AGREE ON THE TIMELINE**

COLLEGE PREPARES ITS SELF STUDY – MASSIVE DOCUMENT

- Internally collaborative process
- Must specifically address every standard and substandard in the report and provide evidence to support every statement
- College insures that all statements are supported by evidence
- Usually one editor/writer

TEAM REVIEWS SELF STUDY AND FORMS QUESTIONS IN ADVANCE

- Review the entire self-study
- But focus on your own section
- Accept what is presented
- But, review all evidence supporting statements
- Develop list of specific questions to validate
- Goal is to write the report in advance based upon the college's self-study, but be ready with validation questions

TEAM VISIT

- Focus should be on validating the evidence
- Collaborative peer review
- Not investigative
- Will focus on the concept of **Continuous**
 - Continuous Planning, budgeting and review processes
 - Continuous improvement, especially related to Student learning outcomes
- Quick exit presentation by chair and then the get-away

REPORT TO COMMISSION

- Team members draft their sections
- Chair consolidates and edits
- Draft to college president to correct *factual errors*
- Revised draft to the Commission staff
- Commission staff recommends to the Commission
(in the past lots of issues!)
- Commission decision

COMMISSION DECISION - EXAMPLES

- Reaffirm accreditation for 7 years
- Reaffirm for X years or months, require follow-up report
- Reaffirm for X years or months, require follow-up report and a visit
- Warning
- Show cause
- Death

THE FOUR STANDARDS

- <https://accjc.org/eligibility-requirements-standards-policies/#accreditation-standards>

- I. Mission, Academic Quality and Institutional Effectiveness, and Integrity
- II. Student Learning Programs and Support Services
- III. Resources
- IV. Leadership and Governance

Our focus will be on Standard III

STANDARD III – RESOURCES

- A. Human resources
- B. Physical Resources
- C. Technology Resources
- D. Financial Resources
 - A. <https://accjc.org/wp-content/uploads/Institutional-Financial-Review-and-Resources.pdf>
 - B. That is the link to *Required Evidentiary Documents*

Standard III is packed with content and usually the CBO on the team has the responsibility for the entire standard!

IN ADDITION TO THE SELF-STUDY CYCLE

- Potentially follow-reports and/or visits
- Annual college report
- Annual college fiscal report

ANNUAL COLLEGE FISCAL REPORT

- Due by April
- Most data from CCFS311, CCFS320, annual fiscal audit
- Three years of data
- Based on reports each college's fiscal health graded
- Potentially “at risk” districts identified for follow-ups
- *Note: the ACCJC fiscal monitoring is separate from the self-study process*
- There are issues

FISCAL REPORT ISSUES INCLUDE

- What data is required?
- Coordination with CCCCO and FCMAT reporting and evaluations
- How to define “fiscal health”
 - District?
 - College within a multi-college district?
- Who evaluates and on what basis?
- Colleges are accredited, but all financial information is reported by districts; governance and policy-making is by district

WHY SHOULD YOU STRIVE TO BE ON A TEAM?

- Your college's Self-Study team
 - Learn about your institution
 - Learn what it takes to create a comprehensive self-study
 - Prepares you to be on a visiting team
- An ACCJC visiting team
 - You will learn so much from every institution
 - Great networking with your team members
 - Will make you a better administrator

REVIEW OF THE STUDENT LEARNING OUTCOMES

- Awareness Level:
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ONE
FREE