

HARTNELL COMMUNITY COLLEGE DISTRICT

AP 3200 Accreditation

References: ACCJC Accreditation Eligibility Requirement 21, Title 5 Section 51016

The Hartnell Community College District shall conduct an Institutional Self Evaluation of Educational Quality and Institutional Effectiveness according to the cycle established by the Accrediting Commission for Community and Junior Colleges (ACCJC) and shall host a visit by an accreditation team. This self-evaluation is a product of the continuous quality improvement (CQI) process. Mandatory reports are prepared and submitted to the Accrediting Commission and made available to the public.

The following requirements apply to the preparation of the written document that is the comprehensive self-evaluation for reaffirmation of accreditation by the ACCJC, a part of the Western Association for Schools and Colleges (WASC):

1. The development of a self-evaluation report and any other materials necessary to support accreditation or reaffirmation of accreditation shall begin no less than two years before the accreditation visit.
2. The College shall have an Accreditation Liaison Officer (ALO), appointed by the Superintendent/President, who is responsible for coordinating all necessary activities for accreditation.
3. The college shall have an Accreditation Council consisting of:
 - Accreditation Liaison Officer
 - Academic Senate President or designee
 - Dean of Institutional Planning and Effectiveness
 - Co-chairs for Standards (current co-chairs serve until the college organizes for next self-evaluation process)
 - 2 Classified Staff Members (to be selected by CSEA and L-39)
 - 1 Manager, Supervisor, or Confidential (to be selected by superintendent/president)
 - 2 Students (to be selected by ASHC)
4. Those employees who are responsible for the functions related to the accreditation standards must be involved in the self-evaluation and team visit.
5. The Accreditation Council will meet at least two times each year to support the writing of the self-evaluation report and any other reports required by the ACCJC.
6. All reports shall be made available to the faculty, classified staff, administrators, and student leaders of ASHC with ample opportunity to review, discuss, and provide feedback before they are sent to the Superintendent/President and Governing Board. Furthermore, the following groups will certify that there was broad participation by the

campus community and believe that the Report accurately reflects the nature and substance of this institution. (NOTE: all groups that signed)

7. When the self-evaluation report is completed, it must be reviewed and approved by the Superintendent/President and Governing Board prior to submission to the ACCJC.
8. Any subsequent reports required by the ACCJC shall be approved by the Superintendent/President and Governing Board prior to submission to the ACCJC.

See Board Policy 3200

Approved by Superintendent/President: April 29, 2014