



SJECCD DISTRICT OFFICE STAFF

ACCREDITATION BRIEFING
February 9, 2011

- Rita M. Cepeda, Ed.D.
 - Chancellor

What is Accreditation?

- Accreditation is a voluntary system of self regulation developed to evaluate overall educational quality and institutional effectiveness. The ACCJC accreditation process provides assurance to the public that the accredited member colleges meet the Standards; the education earned at the institutions is of value to the student who earned it; and employers, trade or profession-related licensing agencies, and other colleges and universities can accept a student's credential as legitimate.
- SOURCE: Accrediting Commission of Community and Junior Colleges/
Western Association of Schools and Colleges

Commission Actions

- Admit Eligible Institutions to Candidacy
- Award Initial Accreditation
- Reaffirm (Ongoing) Accreditation

Sanctions:

- Warning
- Probation
- Show Cause
- Termination

Issue Warning

When the Commission finds that an institution has pursued a course deviating from the Commission's Eligibility Requirements, Standards, or Commission policies to an extent that gives concern to the Commission, it may issue a warning to the institution to correct its deficiencies, refrain from certain activities, or initiate certain activities.

Impose Probation

When an institution deviates significantly from the Commission's Eligibility Requirements, Standards, or Commission policies . . . or fails to respond to conditions imposed upon it by the Commission, including a warning, the institution may be placed on probation. During the probation period, the institution will be subject to reports and visits at a frequency to be determined by the Commission. If probation is imposed as a result of the institution's comprehensive review, reaffirmation is delayed during the period of probation.

Order Show Cause

When the Commission finds an institution to be in substantial non-compliance with its Eligibility Requirements, Standards, or Commission policies, or when the institution has not responded to the conditions imposed by the Commission, the Commission will require the institution to Show Cause why its accreditation should not be withdrawn at the end of a stated period

If the loss of accreditation will likely cause an institution to close, during the Show Cause period, the institution must make preparations for closure according to the Commission's "Policy on Closing an Institution."

San Jose City College

SJCC – Has Been Placed on Probation Received:

- Six Shared Recommendations (These apply to the BOT/District Office and College)
- Six College Specific Recommendations

The College needs to submit a Follow-Up Report by October 15, 2011 to be followed by a visit.

SJCC – College Specific Recommendations

- 1. Integrated Planning & Assessment**
- 2. Program Review**
- 3. Student Learning Outcomes**
- 4. Distance Education**
- 5. Human Resources**
- 6. Facilities Resources**

Evergreen Valley College

EVC- Was Placed on Warning and Received:

- **Six Shared Recommendations (same as above)**
- **Five College Specific Recommendations**
- **In addition, while they were commended for following up with nine of the recommendations that were issued in 2004, EVC was cautioned because none of these were yet fully resolved.**

The 2004 Recommendations need to be completed by October 2011 and the 2010 Recommendations completed by 2012.

EVC – College Specific Recommendations

1. Integrated Strategic Planning and Review Process.
2. Student Learning Outcomes
3. *Development of College wide professional Code of Ethics*
4. *Review and Revision of Course Outlines to ensure accurate Catalog Information*
5. *Develop a recurring evaluation process of Budget, financial management.*

Major Commission Concerns

Whether we are looking at SJCC or EVC the Commission concerns can be grouped in three categories:

- Financial Resources and Planning
- Board and CEO Roles and Responsibilities
- Administrative Capacity (leadership turnover at SJCC)

SHARED RECOMMENDATIONS

Six **“Shared Recommendations”** were included in the findings for both EVC and SJCC. These recommendations are aimed directly at the District Office and address two major Commission Concerns:

1. Financial Resources and Planning
2. Board and CEO Roles and Responsibilities

District Shared Recommendations

1. Research and Evaluation

Develop and implement a plan that will provide the necessary resources to include research capacity.

2. Financial Resources

The district must act timely and decisively on current fiscal data trends to ensure short-term and long-term fiscal solvency and adequate reserve to meet emergencies and unforeseen circumstances.

District Shared Recommendations

3. Board Governance

Board must continue to improve performance; specifically, the board needs to engage with the Chancellor to establish a climate of trust and respect and allow the Chancellor to fully exercise the authority of the position. . .

4. Board Governance

The Board needs to complete a self-evaluation annually among issues to be addressed, the Board need to address its responsibility to protect the long-term financial health of the district and colleges. . .

District Shared Recommendations

5. Board Governance

Review board policy manual to ensure that policies are up-to-date. Included should be a robust ethics policy and policy for the evaluation of presidents. . .

6. District/College Governance

The functions of the district and college need to be clearly delineated and mapped through dialogue and improved communication. . . There should be regular evaluation of the district's functions, governance, decision-making structure, and communication..

COMMISSION CONCERN 1:

Financial Resources and Planning

. . . the District's 5% reserve is planned to be used to meet the District's OPEB obligation, but has not been allocated for this purpose.

The Commission requires institutions to clearly identify and plan for payment of liabilities and future obligations.

The District must demonstrate how it plans to fund the Annual Required Contribution for its Other Post Employment Benefits . . . if it is not in the position to fund ARC, it should describe its plans to address this long-term obligation.



COMMISSION CONCERN 2:

Board and CEO Roles and Responsibilities

The Board of Trustees must adhere to their appropriate roles at all times and allow the primary leadership of the district to be the responsibility of the chancellor and the primary leadership of the two colleges to be the responsibility of the respective College presidents.



COMMISSION CONCERN 3:

Administrative Capacity

San Jose City College has experienced very significant administrative turnover and periods of inadequate administrative staffing.

The college needs to fully staff an administrative structure that is designed to provide the stable leadership and oversight necessary to support the institution's mission and purposes.

NEXT STEPS

- To work in support and in complete consonance with the two colleges to ensure that they meet the reporting 10/15/11 deadlines established by the Commission.
- To establish a District Office Accreditation Liaison Response Team to address each of the six shared recommendations.
- To identify and create opportunities for the Board of Trustees to address, respond and implement each of the governance recommendations.



QUESTIONS AND ANSWERS