

## **ACCREDITATION**

**References:**        *ACCJC Accreditation Eligibility Requirement 21;*  
                             *ACCJC Accreditation Standards I.C.12 and 13 (formerly IV.B.1.i);*  
                             *Title 5 Section 51016*

### **A. The Accrediting Commission**

Southwestern Community College District is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC). The Commission ensures that its accrediting actions sustain and enhance quality and maintain the values of higher education among member institutions. The Commission serves the public interest by providing information on its actions to institutions, the public, and students.

### **B. Self Evaluation and other Reports**

In accordance with the requirements of the ACCJC, the College District shall conduct a comprehensive self-evaluation every seven years and host a visit by a peer evaluation team. Mandatory midterm reports shall be prepared and submitted to the ACCJC in the fourth year of each seven-year cycle. Other additional reports shall be submitted as required by the Commission.

### **C. Responsibilities**

An Accreditation Liaison Officer (ALO), appointed by the Superintendent/President, shall oversee the accreditation process. The ALO assists the Superintendent/President in addressing accreditation matters and serves as the second contact person for the Commission staff. The ALO:

1. Stays knowledgeable about accreditation, including Eligibility Requirements, Accreditation Standards and Commission policies;
2. Promotes an understanding of accreditation requirements, quality assurance, and institutional effectiveness among constituencies at the college;
3. Communicates information about accreditation and institutional quality that is available from the ACCJC, including letters sent to the institution and materials posted to the ACCJC's website;
4. Serves as the key resource person in planning the institutional self evaluation process, including appointment of the self-evaluation chairperson or co-chair;

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5. Ensures that the institution maintains the comprehensive collection of institutional files pertaining to accreditation including previous external evaluation reports and action letters;
6. Prepares the institution for a peer evaluation site visit in collaboration with the team Chair and/or co-chair and the team assistant;
7. Maintains regular communication with the Superintendent/President, College District employees, and students on accreditation matters;
8. Facilitates timely reports to the Commission, including Annual Reports and Substantive Change Proposals; and
9. Attends ALO trainings.