

**STANDARD I**

MISSION, ACADEMIC QUALITY  
& INSTITUTIONAL  
EFFECTIVENESS, & INTEGRITY

**STANDARD II**

STUDENT LEARNING  
PROGRAMS AND  
SUPPORT SERVICES

**STANDARD III**

RESOURCES

**STANDARD IV**

LEADERSHIP AND  
GOVERNANCE

# ACCREDITATION MATTERS

## Progress on West's 2017 Follow-Up Report

West has been actively working to address the four recommendations for improvement that were identified after our site visit in March 2016. The full text of the External Evaluation Report, which includes college and district commendations and recommendations, is available at <http://www.wlac.edu/WLAC-Accreditation/2016-Report.aspx>.

**College Recommendation 1:** Program Review is currently underway. Data disaggregated at the course level has been provided to all academic units.

**College Recommendation 2:** At its November 16, 2016 meeting, the Curriculum Committee accepted the report of the Syllabus Template Workgroup and recommended, "that as courses are created or updated, a customizable syllabus template for each course be included as part of the Course Outline of Record (COR)." The workgroup is finalizing the template, which will be made available to faculty creating or updating curriculum this semester. Academic Affairs can assist faculty in disciplines seeking to create syllabi template for courses outside the update/creation cycle.

**College Recommendation 3:** The DE Addendum Taskforce/Workgroup met November 14, 2016 to formulate three recommendations to address College Recommendation 3. The first is that DE Addenda go through the full curriculum process, as the SLO Addendum does. The second is that both forms that comprise the DE Addendum (Course Approval form and Delivery Strategies form) require the same signatures. The third pertains to where the addenda will be housed.

The DE Committee and Curriculum Committee minutes can be found on their respective websites.

**College Recommendation 4:** The state Chancellor's Office's Institutional Effectiveness Partnership Initiative (IEPI) offers technical assistance to colleges through their Partnership Resource Teams (PRTs). West has requested a PRT to assist with developing and implementing a process for evaluating the administrative structure of the college. Scheduling of the spring 2017 PRT visit is underway.

## Progress on the Quality Focus Essay Projects

West continues to make progress on our Quality Focus Essay (QFE) projects. The complete QFE can be reviewed at <https://tinyurl.com/WestQFE>. This semester we will continue to evaluate progress on college plans, apply the results of SLO assessment and dialogue to the ongoing improvement of curriculum and teaching, and offer (and incentivize) ongoing training in proven, effective learner-centered teaching strategies.

## Accreditation Calendar

### February 2017

- Program Review begins, using data disaggregated at the course level
- Implementation of customizable syllabus template begins
- Distance Education Committee liaison added to Curriculum Committee
- Progress Report on QFE Goals:
  - PIE and College Council Continue Evaluation of Progress on Major College Plans and Processes
  - Dean of Teaching and Learning and the Professional Learning Committee Establish an Exemplary Professional Learning Program and Offer Training in Learner-Centered Teaching Strategies
  - SLO Committee Documents Improvement of Frequency and Quality of Dialogue about SLOs and SAOs
- QFE Goals Are Undertaken and Documented:
  - Training in Learner-Centered Teaching Strategies Begins
  - SLO Committee Documents that SLO Assessment and Dialogue Results Are Applied to the Improvement of Curriculum and Teaching

## March 2017

- Program Review Validation
- IEPI Partnership Resource Team Visit to begin process for evaluating administrative structure (in March or April, pending scheduling)
- District Accreditation Committee Meets

## April 2017

- Anticipated receipt of District responses to compliance recommendations
- District Accreditation Committee Meets

## May/June 2017

- **Draft of Follow-up Report Completed**
- Follow-Up Report Goes to Senate and College Council for Approval
- District Accreditation Committee Meets
- **PIE, College Council, SLO, and Professional Learning Committees Submit Reports on QFE Progress to the Accreditation Steering Committee**

## Summer 2017

- **Follow-up Report Goes to Board of Trustees for Approval**

## September 2017

- **Follow-up Report Sent to ACCJC**
- QFE Goals are Undertaken and Documented:
  - Highlight and commend best practices resulting from SLO/SAO assessment and dialogue
  - Forums for dialogue on newly developed and implemented learning/teaching strategies

## Integrated Planning and Institutional Effectiveness

On February 1, President Limbaugh met with the Planning and Institutional Effectiveness (PIE) Committee to share his vision for integrated planning that leads to strategic positioning. This semester, he plans to initiate campus-wide discussions on strategic positioning. These discussions will help the college set annual priorities, determine key performance indicators, and ensure budgeting is linked to planning.

## Changes at ACCJC

At its January 2017 meeting, ACCJC (West's accrediting body) approved three policies for a first reading. The full text of the policies (and all Commission actions) can be found at <http://www.accjc.org/recent-commission-actions>.

The policies being revised are:

- Policy on Complaints Against the Accrediting Commission for Community and Junior Colleges
- Policy on Commission Practice in Relations with Member Institutions
- Policy on the Rights and Responsibilities of the Commission and Member Institutions

The Commission will accept comments on these policies (via email to [accjc@accjc.org](mailto:accjc@accjc.org)) through April 15, 2017 at 5:00. You may also fax or mail your comments to ACCJC. See [accjc.org](http://accjc.org) for information.

ACCJC has also had personnel changes. Barbara Beno retired as president of the Commission. Richard Winn is serving as interim president of the Commission. Additional staff have been hired, and Bylaws have been changed to address concerns regarding the composition of the Commission.

## Accreditation Steering Committee

### Spring 2017 Meetings

*3:00-4:30 pm / GC 210K*

February 13

March 13

April 10

May 8

Faculty Chair  
Kimberly Manner

ALO, Co-Chair  
Ara Aguiar

Academic Affairs  
Bob Sprague

Academic Senate  
Adrienne Foster

Administrative Services  
Iris Ingram

AFT Faculty Guild  
Olga Shewfelt

AFT Staff Guild  
(Vacant)

ASO  
Jesus Reyes

Evidence Manager  
Maria Yanez

Facilities  
Joachim Morera (Acting)

Institutional Effectiveness  
Rebecca Tillberg

SEIU 721  
Antoinette Simpson

Student Services  
Michael Goltermann

Teamsters  
Mary-Jo Apigo

President  
James Limbaugh