

Accreditation Report to College Council and Senate

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The District Accreditation Committee met Wednesday, March 15, to review progress on the eight recommendations for compliance and to discuss a timeline for the preparation of the follow-up reports.

- 1) The District has completed five of the recommendations (#3, 6, 8, 10, and 11).
- 2) Two recommendations are in progress with an expected completion date by the end of Spring. Both require College implementation:

- a. **District Recommendation 1 (Compliance):** *In order to meet the Standard, the team recommends that the District ensure consistent and uniform guidelines for the search and selection of adjunct faculty. (III.A.1)*

Human Resources has developed a plan for a centralized (at the District level) adjunct recruitment process. A web-based recruitment site will be used to develop and maintain adjunct applicant lists ("adjunct pools") for dissemination to the colleges. Colleges then use the lists (pools) to hire new adjunct faculty.

The revised process also requires that colleges use a committee screening process—to include an EEO—for interviewing applicants from the list. The process will specify the minimum number of applicants that must be considered for openings.

The new process is being vetted with the District Academic Senate and the instructional and student services vice presidents. **Once approved, colleges will need to provide evidence that the process is being used. It is anticipated that this process will be finalized this semester and that colleges will use it for Fall 2017 hires.**

Chairs and deans should document who was on adjunct hiring committees for 2016-17 hires.

- b. **District Recommendation 2 (Compliance):** *In order to meet the Standard, the team recommends that the District ensure all personnel are systematically evaluated at stated intervals in accordance with the bargaining agreements and Board policies. (III.A.5)*

HR and IT are working together to modify the evaluation tracking system. Records will now be stored digitally, rather than in paper copy. All evaluations (faculty, staff, and administrators) must be complete and uploaded to the system by the end of spring semester and then on an ongoing basis based on contractual requirements/timelines.

Colleges need to provide evidence that ALL evaluations have been completed and submitted to District HR. Additionally, colleges should digitize (scan) evaluations completed in 2016-17 (and forward). West will need to determine who has access to upload digital records to the system.

- 3) District Recommendation 4 is in progress with expected completion by Fall.

4) Timeline:

- a. *May 2017*--Draft of follow-up report to Senate for approval
- b. *June 2017*--Draft of follow-up report to College Council for approval
- c. *July 2017*--Follow-up report to IESS for approval/forwarding to BoT
- d. *August/September 2017*--Follow-up report to Board for approval
- e. *October 15*--Follow-up report due to ACCJC (no site visit)

The College continues to work on its recommendations for improvement:

- 1) Recommendation 1—complete
- 2) Recommendation 2—course syllabus template awaiting approval from Curriculum Committee
- 3) Recommendation 3—DE Addenda must be updated and approved by the Curriculum Committee prior to a course being offered online or as a hybrid (last Curriculum meeting is in May)
- 4) Recommendation 4—an IEPI Partnership Resource Team will be on campus May 9 to meet with constituent groups to discuss the college's administrative structure

To view the text of all recommendations, see the External Evaluation Report at <http://www.wlac.edu/WLAC/media/documents/WLACAccreditation/2016Ser/2016-FinalReporttoCollege.pdf>