New Governing Member Board Orientation
Instruction and Accreditation

What is Accreditation?

- ➢ **Six accrediting bodies exist nationwide**

- ➢ **Chaffey College is accredited by the Accrediting Commission for Community and Junior College (ACCJC)**

- ➢ **ACCJC is recognized by the U.S. Dept. of Education and oversees California, Hawaii, and territories and islands in the Pacific**

- ➢ **ACCJC evaluates and accredits public and private postsecondary institutions that offer two-year programs and award associate degrees**

What happens during Accreditation?

➢ **Accreditation is a seven-year cyclical review process. Chaffey's next Accreditation visit will occur in 2023.**

➢ **The purpose of Accreditation is to encourage institutions to engage in and improve:**
  - o **Academic Quality**
  - o **Institutional Effectiveness**
  - o **Student Success**

➢ **To accomplish this purpose, ACCJC has created:**
  - o **Accreditation Standards**
  - o **A peer evaluation process to review implementation of and adherence to Accreditation Standards**
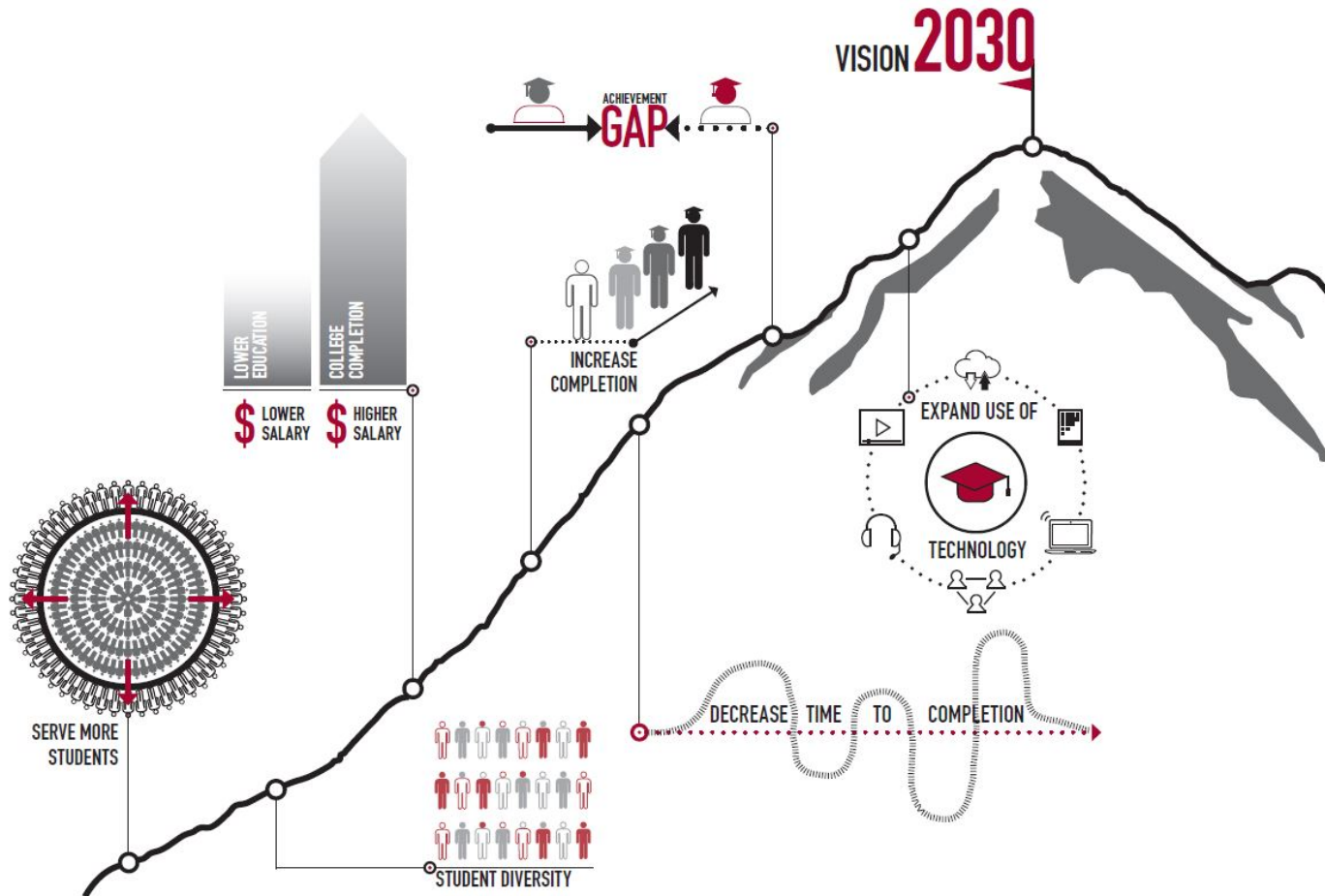
The Accreditation Process

➤ **The main focal point of Accreditation is the Institutional Self-Evaluation Report (ISER). The ISER addresses four standards:**
  - o **Mission, Academic Quality, Instructional Effectiveness, & Integrity**
  - o **Student Learning, Programs, and Services**
  - o **Resources**
  - o **Leadership and Governance**

➤ **Other reports and reviews include:**
  - o **A mid-term report, due in the 4th year of the cycle**
  - o **Quality Focus Essay (QFE)**
  - o **Annual institutional and financial reports**
  - o **Substantive Change Report (as needed)**

The Governing Board's Role In Accreditation

➢ **ACCJC has created a reference document,** ***Guide to Accreditation for Governing Boards (Sept. 2020)*** https://accjc.org/wp-content/uploads/Guide-to-Accreditation-for-Governing-Boards-September-2020.pdf **that provides specific information about the Governing Board's role in Accreditation**

➢ **A number of standards specifically address the Governing Board's role in Accreditation, particularly in the areas of:**

   o **Institutional Mission (Standard I.A)**
   o **Leadership and Governance (Standard IV.C)**

Education Master Plan (EMP)

Educational Master Plan

➢ **Creates an educational vision for 2030 and beyond**

➢ **Purpose:**
  - o **Establishes institutional goals ("Chaffey Goals")**
  - o **Foster the use of data, inquiry, and evaluation to identify major challenges and opportunities**
  - o **Analyze the relevant College and community factors that impact each College campus**
  - o **Provides a foundation for short-term planning**
  - o **Informs the College's intentions and garners support for the services provided in and to the community**

Chaffey Goals

- ➢ **Equity and Success** - Chaffey College will be an equity-driven college that fosters success for all students.

- ➢ **Learning and Completion** - Chaffey College will ensure learning and timely completion of students' educational goals.

- ➢ **Community Opportunities and Needs** - Chaffey College will develop and maintain programs and services that maximize students' opportunities and reflect community needs.

- ➢ **Technology** - Chaffey College will optimize the use of technological tools and infrastructure to advance institutional efficiency and student learning.

Chaffey Goals

➢ **Efficiency** - Chaffey College will efficiently and effectively manage systems, processes, and resources to maximize capacity.

➢ **Agility** - Chaffey College will responsively adapt to changes in students' academic and career needs.

➢ **Professional Learning** - Chaffey College will prioritize and align professional learning for all employees to support the achievement of Chaffey Goals.

Policies and Procedures

Governing Board Policy Chapters

➢ **Chapter 1: The District**

➢ **Chapter 2: The Governing Board**

➢ **Chapter 3: General Institution**

➢ **Chapter 4: Instruction**

➢ **Chapter 5: Student Services**

➢ **Chapter 6: Business and Fiscal Affairs**

➢ **Chapter 7: Human Resources**

What are Policies?
What are Procedures?

➢ **Policies represent the "what" while administrative procedures identify the "how"**

- o **Policies** – voice of the governing board; defines the general goals and acceptable practices for the operations of the district; implements federal and state laws and regulations

- o **Administrative Procedures** – implement board policy, laws, and regulations; address how the general goals of the district are achieved and define the operations of the district

Local Review Process

➤ Area content expert(s) review draft language; if the policy/procedure falls under academic and professional matters ("10+2") it is first sent to Faculty Senate for review

➤ Taken to President's Cabinet for first read and review. Cabinet members sunshine with constituency groups

➤ Recommendations are reviewed and synthesized into documents

➤ Policies/procedures returned to President's Cabinet for second read and approval. Approved procedures posted to web.

➤ Policies are reviewed with the Governing Board Liaison

➤ Policies are lodged with the Governing Board for first read/information (1st month) and adoption (following month)