



Accreditation Kickoff!

Presented to the Standard Committees

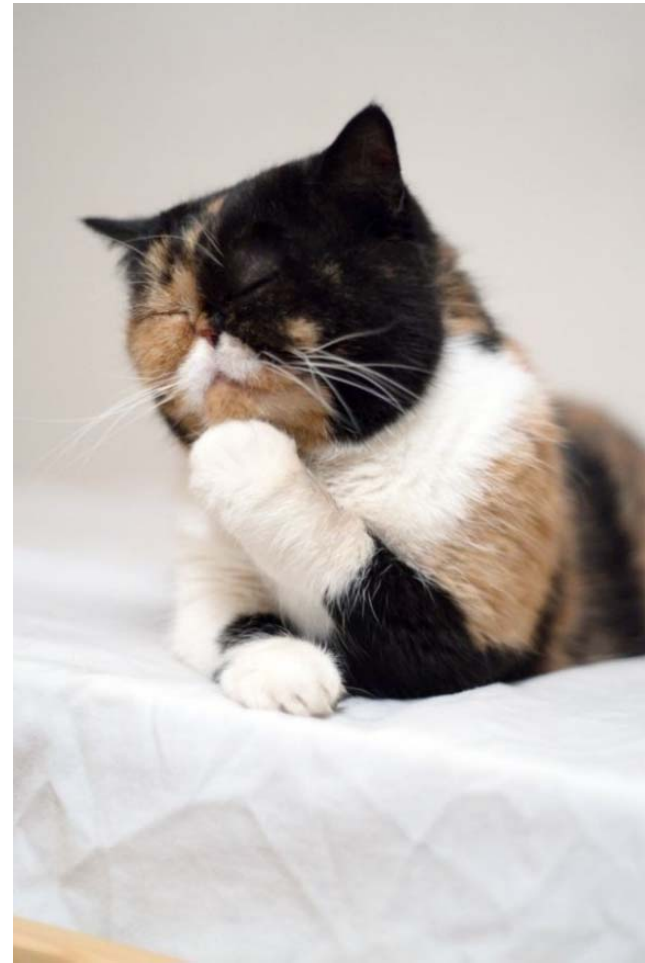
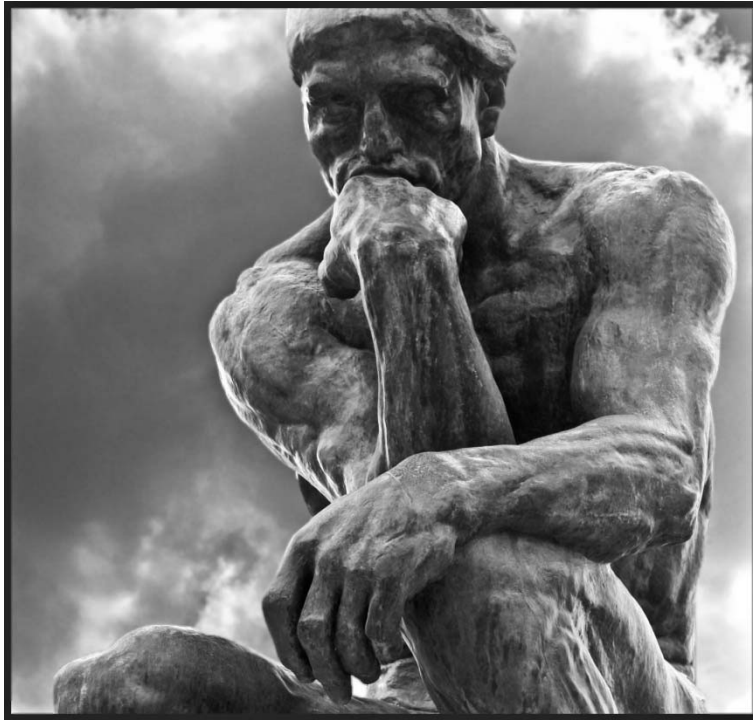
August 22, 2014

Tina Leisner McDermott,
Faculty Accreditation Coordinator

What is accreditation?



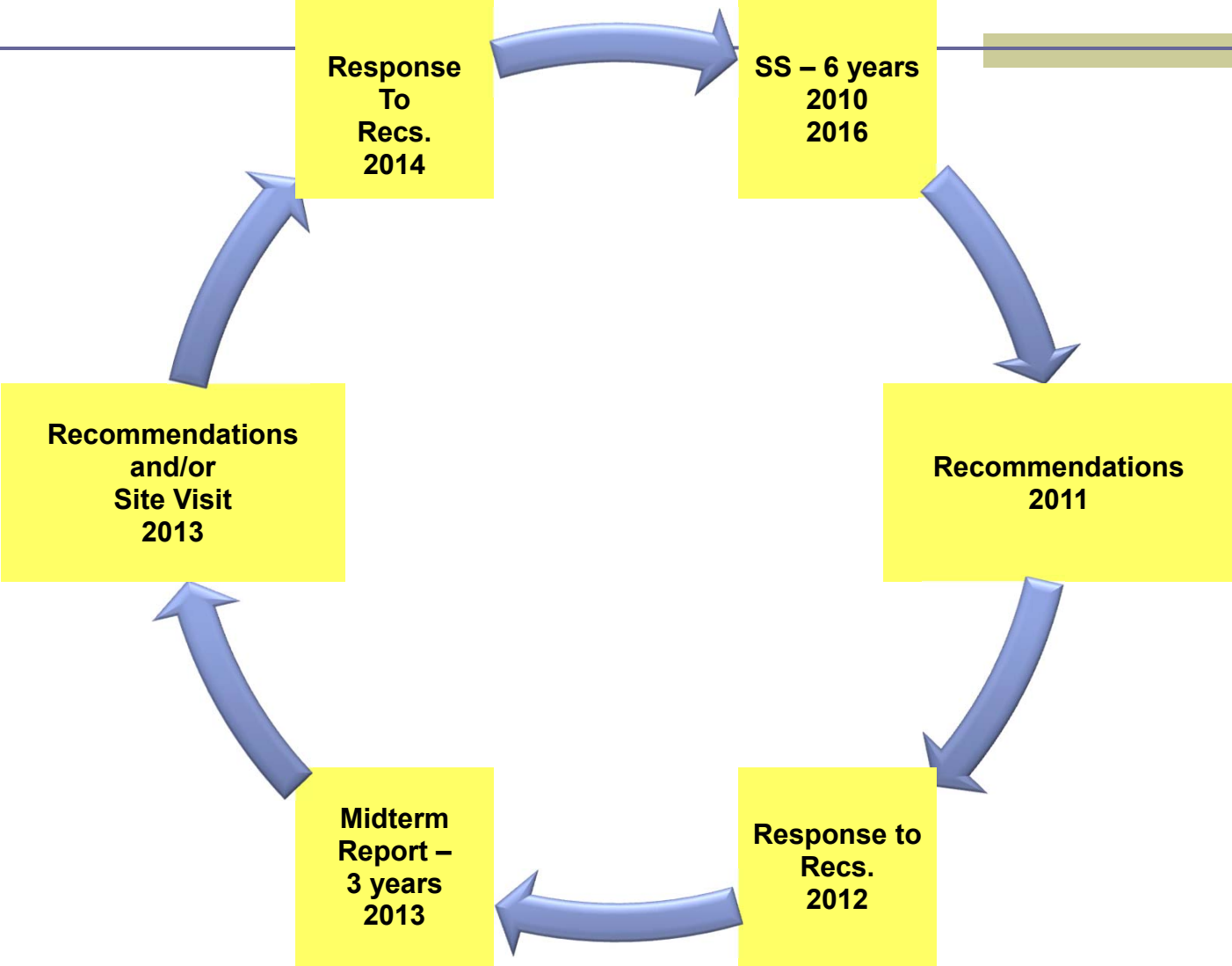
Self Reflective Process



Accreditation Goals

- A **sustainable practice** of committing **resources** (financial or otherwise) to the **improvement** of campus operations and student learning.
- Documenting the process of **engagement** in that effort.
- Documenting the **results**.

ACCREDITATION CYCLE



Where are we today?

- Sending out 2014 Follow Up
 - ITS
 - Finance
- Starting out 2016 Self Study

Who's who?

- Dr. Bonnie Suderman
 - V.P. Academic Affairs
 - Accreditation Liaison Officer / Co-chair
 - The newbie on campus!



Who's who?

- Dr. Meeta Goel
 - Dean, Institutional Research (etc.)
 - Data Queen



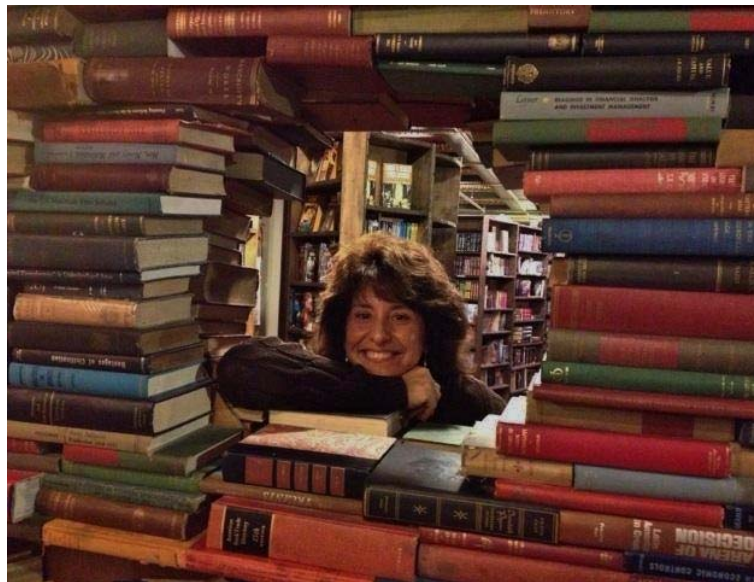
Who's who?

- Ms. Gloria Kastner
 - Sr. Administrative Assistant to VPAA and Accreditation
 - Zippy multi-tasker extraordinaire!



Who's who?

- Tina McDermott
 - Communication Studies faculty
 - Faculty Accreditation Coordinator
 - Nerd



I. Institutional Effectiveness

II. Learning

The Four Standards

III. Resources

IV. Governance

Each Standard has:

Team Leader

- Experts
- Collaborators

THINGS TO DO

Online video training

- [ACCJC Accreditation Basics](#)

THINGS TO DO

Read tedious documents!

- [Accreditation Standards](#)
- [2010 Self Study](#)
- [2012 Follow Up Report](#)
- [2013 Follow Up Report](#) and [Midterm Report](#)
- [Team Reports 2010](#) and Team Report 2013



THINGS TO DO

Read MORE tedious documents!

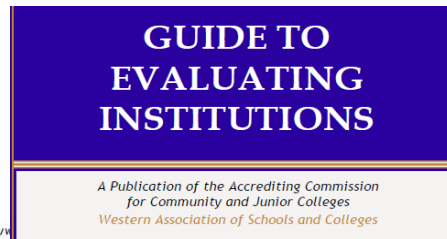
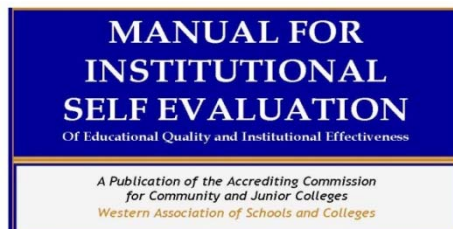
THINGS TO DO

Read tedious documents!

- [Accreditation Standards](#)
- [2010 Self Study](#)
- [2012 Follow Up Report](#)
- [2013 Follow Up Report](#) and [Midterm Report](#)
- [Team Reports 2010](#) and Team Report 2013

Read MORE tedious documents!

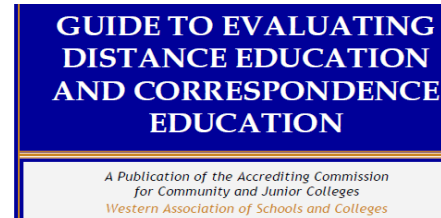
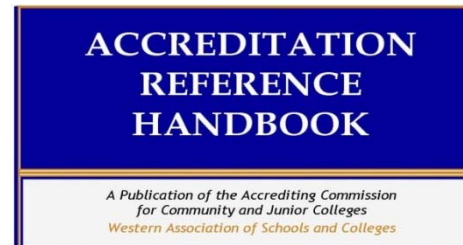
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JULY 2013
Edition

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For use in conjunction with the Guide to Evaluating Institutions

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THINGS TO DO

Read EVEN MORE tedious documents!

- Accreditation Handbook (Draft in MyAVC)

- Other college's reports such as:
 - [Pasadena City College](#)
 - [Mt. San Jacinto College](#)

THINGS TO DO

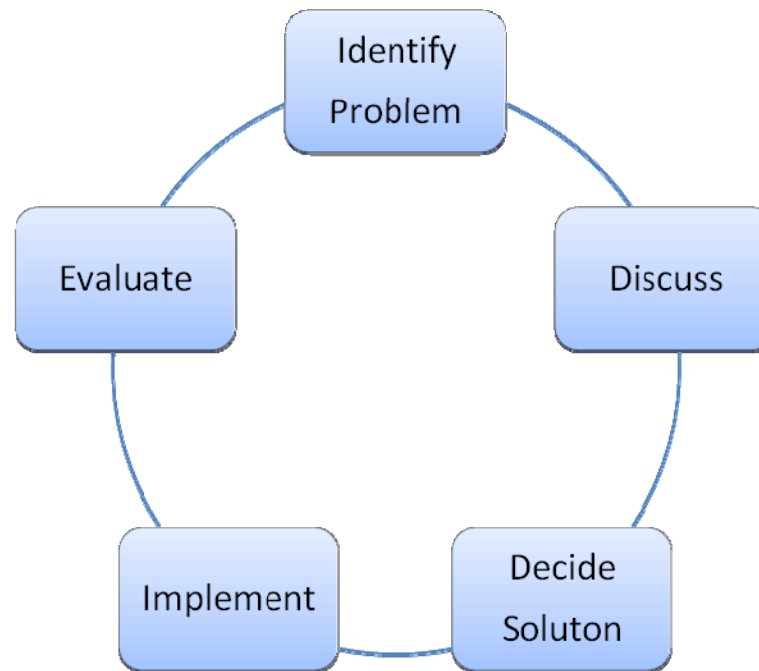
Pool your team's knowledge

Addressing Standard	Not Addressing	Not sure if	Known Improvements	Questions to ask

X-Reference to Ed Plan, Program Review, Inst. surveys

THINGS TO DO

Promote problem solving on campus



THINGS TO DO

Who's doing what?

- Collectively assign tasks on your team
- Decide on clear directions and goals for your team
- Always communicate openly and keep people in the loop
- Take initiative

THINGS TO DO

Start outlining

- For each substandard:
 - Introductory paragraph
 - Findings with evidence
 - Conclusions and looking forward
 - Improvement Plan if needed – to be discussed later
 - DO NOT make an Improvement Plan *for* an area – they must make it themselves
 - DO NOT make an Improvement Plan that cannot be executed or will be forgotten about

- Use language of question in the answer (like an essay test) – see Handbook for more tips on writing the study

THINGS TO DO

Store evidence

The screenshot displays a web browser window with the URL `myavc4.avcedu/jsp/grouptools/frame/FrameSet.jsp?tab=1&url=%2Fjsp%2Fgroupools%2Fhom`. The page title is "GROUPS" and the main heading is "Group Files - Accred. Self Study 2016". The user is logged in as Tina L. McDermott. The interface includes a navigation menu with "My Groups", "Groups Index", and "Request Group". A sidebar on the left lists "Group Tools" such as Homepage, Announcements, News, Photos, Links, Files, Message Board, Calendar, E-mail, Chat, and Members. The main content area shows a folder named "Accred. Self Study 2016" with a sub-section "Files in Accred. Self S" that is currently empty, displaying "There are no files in this folder." Below this is a section for "Add a new File to Accred. Self Study 2016" and a "File and Folder Search" box with checkboxes for "File Names", "Folder Names", and "File Content". The browser's taskbar at the bottom shows various open applications including SunGard, Luminis, Spotify, and Microsoft Office. The system tray indicates the date is 8/21/2014 and the time is 1:48 PM.

THINGS TO DO

Reading groups

- Invite me, Bonnie, and Meeta
- Hard copies with red pens
- Wine, coffee, etc. if necessary!

SELF STUDY TIMELINE

2014

Fall 2014

- Read, talk, outline
- Gather evidence

Week of
Nov. 2, 2014

- Schedule reading groups

Week of
Nov. 16, 2014

- Team Leaders Meeting
- Hard copies of outlines with evidence links

SELF STUDY TIMELINE 2015

Week of
Feb. 23, 2015

- **Really really rough** 1st draft due
- Send to me and Bonnie

Week of
March 23, 2015

- Schedule reading groups
- 2nd draft = **really rough** draft

April, 2015

- Fine tune for 3rd **rough** draft

May 20, 2015

- Draft due to me and Bonnie
- Tina to schedule informational item for June Board

Effective Communication Tips

- Be friendly and approachable / establish good working relationships
- Promote accreditation with a “good will” attitude
 - help me with forums 😊
 - Promote within your divisions / areas
- Try to avoid panic and anxiety driven communication
- Give people reasonable deadlines

If there are problems

- Notify your team leader and me
- De-personalize the problem – it's not about you or the person, it's about the task at hand

Team Time

- 2 Truths + 1 Lie
- Set up initial goals and tasks
 - Pool knowledge
 - Start outlining
- Arrange for next meeting