HARTNELL COMMUNITY COLLEGE DISTRICT

AP 3200 Accreditation

References: Accreditation Eligibility Requirement 21; Accreditation Standard IV.B.1.i

The Hartnell Community College District shall conduct a comprehensive self-evaluation every six years and host a visit by an accreditation team. Mandatory reports are prepared and submitted to the Accrediting Commission.

The following requirements apply to the preparation of the written document that is the comprehensive self-evaluation for reaffirmation of accreditation by the Accrediting Commission of Community and Junior Colleges (ACCJC), a part of the Western Association of Schools and Colleges (WASC):

1. The development of a self-evaluation report and any other materials necessary to support accreditation or reaffirmation of accreditation shall begin no less than two years before the accreditation visit.

2. The college president shall appoint an Accreditation Liaison Officer who is responsible for coordinating all necessary activities in preparation for the visit by the visiting team and subsequent reports and visits.

3. The college shall have an Accreditation Council that includes:
   - Self-Evaluation Co-Chairs, consisting of:
     - A faculty member, appointed by the Academic Senate
     - The Accreditation Liaison Officer, appointed by the president
   - Active, campus-wide involvement of administrators, faculty, classified staff, and students

4. Those employees who are responsible for the functions related to the accreditation standards must be involved in the self-evaluation and team visit.

5. The Accreditation Council will meet at least two times each year to support the writing of the self-evaluation and any other reports required by the ACCJC.

6. The self-evaluation report shall be made available to the faculty, classified staff, administrators, and student leaders for review and comment before it is sent to the Superintendent/President and Governing Board.

7. When the self-evaluation is completed, it must be reviewed and approved by the Superintendent/President and Governing Board prior to submission to the ACCJC.

8. Any subsequent reports required by the ACCJC shall be approved by the Superintendent/President and Governing Board prior to submission to the ACCJC.

See Board Policy 3200
Approved by Superintendent/President: ___________________