HARTNELL COMMUNITY COLLEGE DISTRICT
ACCREDI TATI ON COUNCIL HANDBOOK

VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement, and success.

VALUES STATEMENTS

• **Students First**
  We believe the first question that should be asked when making decisions is “What impact will the decision have on student access, learning, development, achievement, and success?”

• **Academic and Service Excellence**
  We commit to excellence in teaching and student services that develop the intellectual, personal, and social competence of every student.

• **Diversity and Equity**
  We embrace and celebrate differences and uniqueness among all students and employees. We welcome students and employees of all backgrounds.

• **Ethics and Integrity**
  We commit to respect, civility, honesty, responsibility, and transparency in all actions and communications.

• **Partnerships**
  We develop relationships within the college and community, locally and globally, that allow us to grow our knowledge, expand our reach, and strengthen our impact on those we serve.

• **Leadership and Empowerment**
  We commit to growing leaders through opportunity, engagement, and achievement.

• **Innovation**
  Through collaboration, we seek and create new tools, techniques, programs, and processes that contribute to continuous quality improvement.

• **Stewardship of Resources**
  We commit to effective utilization of human, physical, financial, and technological resources.

**Hartnell College Vision Statement:** Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

**Hartnell College Mission Statement:** Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.
STRATEGIC PRIORITIES (will eventually become college goals)

Strategic Priority 1 - Student Success
Strategic Priority 2 - Student Access
Strategic Priority 3 - Employee Diversity and Development
Strategic Priority 4 - Effective Utilization of Resources
Strategic Priority 5 - Innovation and Relevance for Educational Programs and Services
Strategic Priority 6 - Partnerships with Industry, Business, Agencies, and Education

MEMBERSHIP (and terms of service)

◊ Accreditation Liaison Officer (chair, permanent)
◊ Co-chairs (faculty, staff?)
◊ Academic Senate President or designee (permanent)
◊ Dean of Institutional Planning and Effectiveness (permanent)
◊ Co-chairs for Standards (current co-chairs serve until the college organizes for next self-evaluation process)
◊ 2 Classified Staff Members (to be selected by CSEA and L-39, 2 year term)
◊ 1 Manager, Supervisor, or Confidential (to be selected by Superintendent/President, 2 year term)
◊ 2 Students (to be selected by ASHC, 1 year term)

FREQUENCY OF MEETINGS

At least once per semester and or as needed (more frequent when self-evaluation process begins or when needed as a result of preparing progress reports, etc.).

PURPOSE

To implement, monitor, review, evaluate, and revise college accreditation activities and procedures in accordance with ACCJC Accreditation Standards, Policies, and Eligibility Requirements.

RECEIVES INFORMATION FROM

The following sources appropriate to the work of the Council, including but not limited to: Other Councils and Committees, Academic Senate, Program Reviews, SLOs, Accreditation, Performance Indicators, Site Visits, Institutional Effectiveness Outcomes, Existing Plans and Initiatives, Labor Market Information, Community and Partner Input, Other Trends and/or Forecasts.
MAKES RECOMMENDATIONS TO

College Planning Council
Other Councils, Committees, Academic Senate

COUNCIL RESPONSIBILITIES

1. ACCREDITATION
   ◊ Serve as the steering committee for the accreditation process.
   ◊ Provide leadership in the development, planning, preparation, and completion of accreditation self-evaluation report.
   ◊ Promote a campus culture that is focused on accreditation, inclusive of but not limited to institutional activities that foster assessment, evidence building, and continuous improvement.
   ◊ Ensure compliance with ACCJC Standards, Policies, and Eligibility Requirements.
   ◊ Remain knowledgeable of current and pending changes related to accreditation.
   ◊ Monitor completion of self-identified planning agenda items from self-evaluation.
   ◊ Monitor completion of recommendations contained in action letter from ACCJC.
   ◊ Monitor timely completion of all required accreditation reports including: self-evaluation, midterm report, progress reports, substantive change, annual report, and any other required reports.

2. BOARD POLICIES AND ADMINISTRATIVE PROCEDURES
   ◊ Review and recommend for approval new or revised Board policies and administrative procedures related to accreditation.

3. PROFESSIONAL DEVELOPMENT
   ◊ Promote staff development activities for employees to improve effectiveness related to accreditation.
   ◊ Make recommendations for Flex activities related to accreditation.

4. EVALUATION OF COUNCIL EFFECTIVENESS
   ◊ Conduct annual evaluation of the effectiveness of the Accreditation Council (spring semester).