

## Charge and Membership

|                          |   |
|--------------------------|---|
| <b>Name of Committee</b> | Accreditation Standard Committees   |
| <b>Purpose</b>           | <p>Each Accreditation Standard Committee facilitates the College’s Institutional Self-Evaluation process through the composition of certain Standard Area portion(s) of the Institutional Self-Evaluation Report (ISER), as well as the gathering and citation of relevant and appropriate evidence.</p> <p><b>There are 9 Standard Committees that report to the Accreditation Steering Committee, each of which will require a faculty tri-chair and classified tri-chair:</b></p> <ul style="list-style-type: none"> <li>• Standard IA &amp; 1B Committee: Mission and Assuring Academic Quality and Institutional Effectiveness</li> <li>• Standard IC Committee: Institutional Integrity</li> <li>• Standard IIA Committee: Instructional Programs</li> <li>• Standard IIB Committee: Library and Learning Support Services</li> <li>• Standard IIC Committee: Student Support Services</li> <li>• Standard IIIA Committee: Human Resources</li> <li>• Standard IIIB, IIIC, &amp; IIID Committee: Physical Resources, Technology Resources, and Financial Resources</li> <li>• Standard IVA Committee: Decision-Making Roles and Processes</li> <li>• Standard IVB &amp; IVC Committee: Chief Executive Officer and Governing Board</li> </ul> |
| <b>Function</b>          | <p>Each Standard Committee will:</p> <ul style="list-style-type: none"> <li>• Ensure the development of a comprehensive report for the assigned Standard Area(s) that meets the content, evidence, and formatting guidelines required by ACCJC.</li> <li>• Ensure that the assigned Standard Area(s) of the ISER reflect an “accurate description of the area being reviewed” and that the Committee “assess[es] its effectiveness using the accreditation standards and recommend[s] any major improvements necessary to ensure institutional effectiveness” (Regulation 2006.6.C.1).</li> <li>• Adopt practices recommended by the Accreditation Steering Committee that encourage a strategic response to the formulation, storage, organization, and presentation of accreditation materials and evidence.</li> <li>• Ensure ongoing alignment with the accreditation process and identified needs.</li> <li>• Identify key stakeholders related to the Standard and work directly with stakeholders to gather input and evidence for inclusion in report drafts.</li> <li>• Facilitate and gather college-wide input related to the Standard to compose drafts of the Standard report.</li> </ul>  |

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>• Promote regular, ongoing and engaging progress toward the completion of the Standard report for inclusion in the Institutional Self-Evaluation Report according to ACCJC standards and expectations.</li> <li>• Ensure the collection of a completed evidence inventory.</li> <li>• Provide recommendations to the Accreditation Steering Committee regarding the potential formulation and appropriateness of any subcommittees, taskforces, or work groups related to the assigned Standard Area(s).</li> <li>• Participate in and promote a transparent and flexible planning, writing, and accurate self-evaluation process that ensures all constituent groups have the opportunity to provide input and feedback through the process, as it relates to the assigned Standard Area(s).</li> <li>• Provide clear and consistent communication to administrators, classified staff, faculty, and students to clarify progress and updates related to the Standard.</li> <li>• Participate in, promote, and implement strategies, projects, and activities necessary for the comprehensive self-evaluation process, as it pertains to the assigned Standard Area(s).</li> </ul> |
| <p><b>Annual Timeline of Outputs</b></p>     | <p>Regularly, and when requested, provide status updates to the Accreditation Steering Committee.</p> <p>At dates determined by the Accreditation Steering Committee, submit drafts and collected evidence to the Accreditation Steering Committee for review.</p> <p>The faculty and classified tri-chairs of the Accreditation Standard Committee shall complete accreditation professional development training.</p>  |
| <p><b>Reporting</b></p>                      | <p>The Standard Committees report directly to the Accreditation Steering Committee.</p>  |
| <p><b>Meeting Frequency and Schedule</b></p> | <p>The Standard Committees shall meet as determined from Spring 2020 to the end of Spring 2022.</p>  |