



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Administrative Procedure

Chapter 3 – General Institution

AP 0005.1 – ACCREDITATION

The San Diego Community College District (District) colleges shall adhere to the standards and requirements identified by the Accrediting Commission of Community and Junior Colleges (ACCJC), a part of the Western Association of Schools and Colleges (WASC): a regionally federally-recognized accrediting agency designated by the Board of Governors of the California Community Colleges. The District's Continuing Education program is accredited by the WASC Accrediting Commission for Schools.

The following guidelines apply to the District colleges' and Continuing Education's preparation of the comprehensive Self Evaluation of Educational Quality and Institutional Effectiveness Report (Self Evaluation Report) for reaffirmation of accreditation.

Under processes established by ACCJC, the colleges and Continuing Education undergo a cycle of periodic evaluation through institutional self-evaluation and external peer review. ACCJC sets a seven-year cycle for evaluation and Reaffirmation of Accreditation. The review process includes four steps:

1. Internal evaluation
2. External evaluation
3. Commission review and accreditation action
4. Continuous institutional improvement

Each college and Continuing Education president shall appoint an Accreditation Liaison Officer who is responsible for coordinating all necessary activities in preparation for the external evaluation by the visiting team and subsequent reports and visits.

The college's and Continuing Education's Accreditation Liaison Officer, working with the President, will ensure that the Self-Evaluation process and all related reports are completed in a thorough and timely manner.

An Accreditation Steering Committee, in consultation with the Accreditation Liaison Officer, will establish a Self-Evaluation writing process and timeline that will include a broad representation of the college faculty, staff, and students.

The Chancellor shall appoint a district-wide Accreditation Liaison who is responsible for coordinating the districtwide activities for accreditation logistics, including compilation of districtwide information for the self-evaluation reports and coordinating the external evaluation for all the institutions to ensure consistency and alignment in reporting districtwide processes.

References: ACCJC Accreditation Eligibility Requirement 21;
ACCJC Accreditation Standards I.C. 12 and 13;
Title 5 Section 51016

Approved by
the Chancellor: November 9, 2016

Supersedes: New Procedure