

TO: BOARD OF TRUSTEES
FROM: SUPERINTENDENT

COMMUNICATION NO. 77-2009/10-S

Prepared by the Office of the Superintendent
for Presentation to the Board of Trustees
October 12, 2009

SUBJECT: ACCREDITATION - DISCUSSION OF ACCREDITATION STANDARDS IV.A.4.
AND IV.A.5.

A. Background

At the April 22, 2009, retreat, the Board of Trustees recommended that specific accreditation standards related to the Board be discussed at each regular meeting.

The text of accreditation standard IV.A.4. and IV.A.5. Leadership and Governance, Decision Making Roles and Processes has been included in the attachment. Also included are the plans from the 2004 self study and questions and sources of evidence from the Accrediting Commission for Community Colleges' *Guide to Evaluating Institutions* relating to the standard.

B. Budget Implications

None.

C. Recommendation

It is recommended that the Board of Trustees provide input regarding how well the district is meeting accreditation standard IV.A.4. and IV.A.5. .

Respectfully submitted,

Jackie L. Fisher, Sr.
Superintendent/President

Standard IV: Leadership and Governance

The institution recognizes and utilizes the contributions of leadership throughout the organization for continuous improvement of the institution. Governance roles are designed to facilitate decisions that support student learning programs and services and improve institutional effectiveness, while acknowledging the designated responsibilities of the governing board and the chief administrator.

A. Decision-Making Roles and Processes

The institution recognizes that ethical and effective leadership throughout the organization enables the institution to identify institutional values, set and achieve goals, learn, and improve.

4. The institution advocates and demonstrates honesty and integrity in its relationships with external agencies. It agrees to comply with Accrediting Commission standards, policies, and guidelines, and Commission requirements for public disclosure, self study and other reports, team visits, and prior approval of substantive changes. The institution moves expeditiously to respond to recommendations made by the Commission.
 5. The role of leadership and the institution's governance and decision-making structures and processes are regularly evaluated to assure their integrity and effectiveness. The institution widely communicates the results of these evaluations and uses them as the basis for improvement.
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Plans from the 2004 self study concerning Standard IV.A.4. and IV.A.5.

IV.A.4.

- Continue to comply with all recommendations of the Commission.

IV.A.5.

- Improve the institution's communication processes in order to better inform campus constituencies.
- Develop college web site to centralize access to data, meeting agendas and minutes, notification of events, and so on.
- Consider offering e-mail accounts to students to enhance the ability to inform them of important college issues and events.

ACCJC Guide to Evaluating Institutions

Questions for Standard IV.A.4.

- What does documentation of the institution's past accreditation history show about integrity in its relationship with the commission – has it responded expeditiously and honestly to recommendations, are there citations indicating difficulty, etc.?
- Are the institution's communications of institutional qualities or effectiveness to the public accurate?
- What is the institution's track record in its relationship with the U.S. Department of Education?

Questions for Standard IV.A.5.

- What process does the institution use to evaluate its governance and decision-making structures? Are the results communicated within the campus community?
- How does the institution use identified weaknesses to make needed improvements?

ACCJC Guide to Evaluating Institutions

Sources of Evidence for Standard IV.A. (Note: Lists evidence for Standard IV.A. in its entirety, encompassing all areas the Board has reviewed to date.)

- Evidence that shows board and other governance policies and descriptions of the participation of constituencies in decision-making bodies.
- Evidence that includes documents showing the transmission of recommendations from faculty and academic administrators to decision-making bodies, and descriptions of the institution's information and decision-making process.
- Evidence that includes copies of governance policies and procedures, the composition of governance bodies, minutes of meetings, and documents showing the roles academic staff plan in reviewing and planning student learning programs and services.
- Evidence that includes evaluations and analyses the institution conducts of its governing and decision-making processes, and the form of communication of same to the community.
- Evidence that includes the Policy Manual, institutional statement of mission, vision or philosophy, and institutional planning documents.
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