Accrediting Commission for Community and Junior Colleges, (ACCJC)

Western Association of Schools and Colleges (WASC)

2002 Standards
2012 Updates
(Revised Standards in effect for visits in 2016)
We acknowledge the diligence and hard work of our students, faculty, staff, managers, and administrators in the development of our Self Evaluation Report.
Among many others, Citrus College thanks...

Sarah Bosler
Dr. Jack Call
Fred Diamond
Ann Everett
Dr. Dana Hester
Dr. Dave Kary

Rosalinda Buchwald
Jerry Capwell
Roberta Eisel
Dr. Lan Hao
Dr. Gina Hogan
Sue Keith
Among many others, Citrus College thanks…

Dennis Korn
Dr. Martha McDonald
Dr. Lucinda Over
Rebecca Rudd
Dr. Arvid Spor
John Vaughan
Anna Villeneuve

Dr. Sam Lee
Maria Morrish
Dr. Eric Rabitoy
Dr. Robert Sammis
Dr. Bev Van Citters
Lisa Villa
Accreditation Context


- Citrus College is being evaluated under the Standards adopted in 2002, rev. 2012.

- “Overall, the Commission sees improvement. There has been a significant drop in the number of institutions on sanction, from a peak of 28 institutions in 2012 to 16 in 2014.”  
  *ACCJC Newsletter, Summer 2014*
## Common Deficiencies Leading to Sanction

<table>
<thead>
<tr>
<th></th>
<th>Program Review</th>
<th>Planning Using Assessment Results</th>
<th>Board Roles and Responsibilities</th>
<th>Internal Governance</th>
<th>Financial Management of Stability</th>
<th>Student Learning Outcomes and Assessment</th>
<th>Employee Evaluations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number</td>
<td>6</td>
<td>14</td>
<td>6</td>
<td>5</td>
<td>8</td>
<td>12</td>
<td>10</td>
</tr>
<tr>
<td>Percentage</td>
<td>37.5%</td>
<td>87.5%</td>
<td>37.5%</td>
<td>31%</td>
<td>50%</td>
<td>75%</td>
<td>62.5%</td>
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*ACCJC Newsletter, Summer 2014*
Accreditation by the numbers

The Commission’s numbers –

- 4 Standards
- 11 Sub sections
- 21 Eligibility Criteria
- Other: Policies, USDE requirements
Accreditation by the numbers

In response to the Commission’s numbers, Citrus College has assembled these numbers:

2 Co-chairs
23 Standards co-leads
109 Standards committee members
   Students, staff, faculty managers, trustee
200 Interviewees (or more!)
   Students, staff, faculty managers, trustee
300 Pages of self evaluation (and counting!)
A History of Accreditation at Citrus College

1952 – Initial accreditation

2009 – Accreditation reaffirmed

2015 – External Evaluation (site visit)
The 2015 Self Evaluation Process

**Structure: Co-Chairs:**
Dr. Arvid Spor, Accreditation Liaison Officer
Roberta Eisel, faculty co-chair

Standards teams co-lead by manager and faculty member. Committee members from students, staff, faculty, managers, board.

**Process:** Accreditation team in place continuously; current group began self evaluation work in 2012.
<table>
<thead>
<tr>
<th>Year</th>
<th>FALL</th>
<th>WINTER</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
<td>Submitted Mid-Term Report</td>
<td>Feb. 11 - Mid-Term Report accepted</td>
<td>Mar. 15 – Training</td>
<td>Define data needs</td>
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<tr>
<td></td>
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<td></td>
<td>Mar. 31 – Annual Report Due</td>
<td></td>
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<tr>
<td>2013</td>
<td>Identify committee structure and members</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Campus Forum</td>
<td>Monthly meetings</td>
<td>Periodic meetings and analysis</td>
<td></td>
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<tr>
<td></td>
<td>Team Training</td>
<td>Gap Analysis</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Conduct Research &amp; Interviews</td>
<td>Reports to Steering</td>
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<tr>
<td></td>
<td>Quarterly meetings</td>
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<td></td>
<td>Reports to Steering</td>
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<tr>
<td></td>
<td>Write Report</td>
<td>Finalize Report</td>
<td></td>
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<tr>
<td></td>
<td>Monthly meetings and analysis</td>
<td></td>
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<td></td>
<td>Reports to Steering</td>
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<tr>
<td></td>
<td>Submit Self-Evaluation Report</td>
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<td></td>
<td>Mar. 31 – Annual Report Due</td>
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<tr>
<td></td>
<td>Reports to Steering</td>
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<tr>
<td></td>
<td>External Evaluation visit</td>
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<tr>
<td></td>
<td>February – Action letter</td>
<td></td>
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<tr>
<td></td>
<td>March – Annual Report Due</td>
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<tr>
<td>2015</td>
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<tr>
<td>2016</td>
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</tbody>
</table>
Self Evaluation Findings

❖ Previous Recommendations: *Met!*

❖ Previous Actionable Improvement Plans: *Met!*

❖ Previous Commendations: *Confirmed!*
Previous Recommendations

*Met*

1 – Evidence of progress in integration of data in program review, planning, budgeting, and decision-making*

2 – Accomplishments in meeting the Commission’s 2012 deadline for proficiency in development and use of student learning outcomes at course and program levels**

3 – Evidence of accelerated program review timeline and of assessment of program initiatives being maintained*

Addressed in

* 2011 Follow up report
** 2012 Midterm report
Confirmed in
2015 Self Evaluation Report
Previous Recommendations

*Met*

4 – Completion of policies on recruitment and hiring documents including revision of equal opportunity and diversity clauses; review of personnel evaluation including reference to use of student learning outcomes**

5 – Completion of updates and review of College’s major planning documents and use of their content in budget development*

6 – Inclusion of more detailed analysis of budget assumptions, descriptions of various funds, and sources of revenue and an outline of parameters for decision-making**

Addressed in
* 2011 Follow-up report
** 2012 Midterm report
   Confirmed in
   2015 Self Evaluation Report
2009 Actionable Improvement Plans (Planning Agendas)

*Met!*

1. Student learning outcomes and assessment proficiency

2. Review and revision of classified job descriptions

3. Written procedures for recruitment and selection of academic administrators, managers, supervisors, and classified staff

4. Process for systematic evaluation and updates of policies and procedures including equal opportunity procedure and implementation of 3 year cycle of review of policies

5. Process to update and review of major planning documents:
   - Mission statement
   - Strategic plan
   - Program review
   - Technology master plan
   - Educational and facilities master plan
2009 Commendations

Confirmed!

Commendation #1:
The team commends the college for the strong sense of community both on campus among diverse constituencies and students and also in the five distinct communities the college serves. (I.B.1, IV.A.1, IV.A.3)

Commendation #2:
The team commends the college for the attractiveness of the college’s campus and facilities. The commitment to a clean, welcoming campus is a positive reflection of the culture of the college. (III.B.1, I, II.B.2)
2009 Commendations

**Sustained**

**Commendation #3:**
The team commends the college for obtaining external funding and using the dollars in creative and innovative ways to leverage resources from varied sources including state capital funds, Title V grant, STEM, and BSI funding. In addition, the college has secured resources from Proposition G. (III.D.1, III.D.3)

**Commendation #4:**
The team commends the college for an inclusive governance structure modeled by the board and the president that provides an opportunity for all constituencies to participate. (IV.A.1, IV.A.3, IV.B.1, IV.B.2)
Self Evaluation Findings

- **Areas for celebration**

  - Revised student learning outcomes assessment and program review processes to streamline and better integrate them with institutional planning and resource allocation

  - Removed duplication and gave new focus to the college’s large divisional degrees
Self Evaluation Findings

- Areas for continuing improvement

  - Enhance integration of data, student learning outcomes assessment, planning, and resource allocation by instituting more robust cloud-based technology.

  (I.B.3, I.B.5, I.B.6, II.A.1.c, II.A.2, II.A.2.b, II.A.2.i, II.A.6, II.B.4, III. C1., II.C.2)
Self Evaluation Findings

- Areas for continuing improvement

- Continue training distance education faculty and monitor and respond to deficiencies in distance education student success and retention. Use program review to analyze outcome data and the effect of faculty training.
  - Train ½ of faculty in 3 @One courses by spring 2016
  - Train remaining faculty by spring 2017. (II. A.1)
Areas for continuing improvement

Through the use of Degree Works, Citrus College will reach the goal of providing student educational plans for all students and thereby will comply with Student Success Support Programs mandates. (II. A.2.c)
Self Evaluation Findings

- Areas for continuing improvement

In order to exceed the standard, and due to a growing Friday and Saturday schedule of classes, the Hayden Memorial Library needs to provide adequate hours of service on Saturday. (II.C.1.c)
Self Evaluation Findings

- Areas for continuing improvement

- Citrus College recognizes rapid changes in technology require replacing, sustaining, and expanding equipment and applications; such changes also require training, personnel, servers and monies to procure, replace, sustain and expand services. (III.C)
Self Evaluation Findings

- Areas for continuing improvement

  Citrus College reaffirms its commitment to consistent engagement across all constituent groups in program review, planning, and budgeting by providing informative “roadshows,” invitations, and opportunities for engagement and by conducting ongoing assessment of concerns. (IV.A)
Next Steps

Post draft Self Evaluation Report for comments

Email address for comments: accreditation@citruscollege.edu
Highlights of Coming Events

March 2015: Public review and comments on the draft report

April 2015: Final review and editing of report

May 2015: Presentation of report to Steering Committee

June 2015: Board of Trustees first reading

July 2015: Board of Trustees second reading and action

August 2015: Report sent to Commission
February 18, 2015

Dr. Geri Perri
Superintendent/President
Citrus College
1000 West Foothill Boulevard
Glendora, CA 91741-1899

Dear Superintendent/President Perri:

This will confirm the date of the next evaluation visit as you requested. Citrus College is scheduled for an External Evaluation Team visit on Monday, September 28-Thursday, October 1, 2015.

If you have questions feel free to call me.

Sincerely,

G. Jack Post, Vice President

cc: Dr. Arvid Spor, Accreditation Liaison Officer
February 2016: Notification of action

Questions?

Here’s to the next 100 years!