

**PERALTA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES AGENDA REPORT
FOR THE TRUSTEE MEETING DATE OF SEPTEMBER 13, 2016**

ITEM TITLE: MERRITT COLLEGE ACCREDITATION FOLLOW-UP REPORT

SPECIFIC BOARD ACTION REQUESTED:

CONSIDER APPROVAL OF MERRITT'S ACCREDITATION FOLLOW-UP REPORT TO ACCREDITATION COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES (ACCJC), WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES (WASC).

ITEM SUMMARY:

This is Merritt's Accreditation Follow-Up Report (AFR) in response to recommendations made by Accreditation Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC) in a letter dated June 29, 2015. In the letter, ACCJC required the College to submit the Follow-Up Report by October 1, 2016. ACCJC recommendations provide important guidelines to improve institutional effectiveness, performance, and student successes. Merritt College adheres to these guidelines very closely and takes action to address any deficiencies. As a result, Merritt has made substantive improvements and now meets ER 10, 18, 19, and all of the Standards mentioned in the nine College Recommendations.

The final draft of Merritt's AFR was completed by June 29, 2016. Prior to the completion of the final draft opportunities were created for feedback from all college constituencies through broad-based dialogue and multiple vetting sessions. The Accreditation Finalization and Validation Team (AFT) reviewed the draft for accuracy and the final AFR was disseminated on August 17 during Flex Day to all College constituencies. The final version takes into consideration and reflects feedback from the campus community.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Implementation of the Action Plans in the report will require the continued funding of the Assessment Coordinators and part-time faculty stipends for PLO/SLO/ILO assessments as well as a Director of Research and Planning to provide leadership and follow-through for dialogue on Institutional Set Standards, Integrated Planning and Budgeting efforts, including APU and Program Review. In order to maintain and sustain momentum on all accreditation related items, including report writing, evidence gathering, and creating a culture of data-based decision-making, the College will need funds to support a Faculty Accreditation Coordinator.

BACKGROUND/ANALYSIS:

Merritt College submitted its comprehensive Self-Study Report to the Accrediting Commission for Community and Junior Colleges in spring of 2015. After the peer evaluation process organized by ACCJC, the Commission found the College out of compliance for Eligibility Requirements 10, 18, 19 and nine areas of the Accreditation Standards and issued "Probation Status" for the College's Accreditation in a letter dated June 29, 2015. In the letter, the Commission made nine Recommendations specific to Merritt College and eight Recommendations to Peralta Community College District to resolve the deficiencies. The Commission also required the College to submit a Follow-Up Report by October 1, 2016 to demonstrate that the deficiencies have been resolved.

Merritt's nine College Recommendations are:

CR1. Develop and implement policy and procedures for systematically reviewing the college mission statement.

CR2. Implement an evidence-based process that links institutional planning and decision-making to the College mission.

CR3. Implement systematic and evidence-based integrated planning processes that show clear linkages between planning, program review, Student Learning Outcomes (SLO) assessment, and resource allocations.

CR4. Accelerate the completion of comprehensive program reviews and Annual Program Updates (APUs) for all instruction, student services, learning resources, and administrative services

CR5. Establish institution set standards for student achievement and systematically assesses the institution's progress in meeting or exceeding these standards.

CR6. Accelerate the identification and documentation of student learning outcomes for all courses, programs, certificates, and degrees.

CR7 Systematically complete all personnel evaluations.

CR8 Assess and determine the adequate number of qualified faculty and staff to support the College's mission.

CR9 Establish and implement a written policy providing for faculty, staff, administrator, and student participation in decision-making processes which specifies the manner in which individuals bring forward ideas from their constituencies.

DELIVERABLES AND SCOPE OF WORK:

RESTORE MERRITT COLLEGE'S ACCREDITATION STATUS TO "AFFIRMATION" FROM "PROBATION"

ANTICIPATED COMPLETION DATE:

AFTER THE SUBMISSION OF THE AFR ON OCTOBER 1, 2016, ACCJC WILL ORGANIZE A SITE VISIT IN OCTOBER OR NOVEMBER OF 2016 AND A DECISION ON OUR ACCREDITATION WILL BE MADE IN EARLY 2017 BY ACCJC.

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? DR. ANNETTE DAMBROSIO

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Berenise Herrera Date: 8/30/16

DOCUMENT PRESENTED AND APPROVED BY:

Presented by Marie-Elaine Burns Date 9/1/2016

Approved by: Marie-Elaine Burns, Ed.D., Merritt College President

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda

Not Approved, but Place on Agenda

Signature: Dr. Jowel C. Laguerre
Dr. Jowel C. Laguerre, Chancellor