



## ACCREDITATION COMMITTEE

### Proposed Committee Charge

#### CHARGE

1. Ensure accreditation is an on-going process by guiding preparation of the self-evaluation, annual, midterm, and follow-up reports.
2. Review and monitor collection of evidence and progress on quality focused essay projects, institutional set standards, accreditation recommendations, and institutional effectiveness indicators.
3. Inform, engage, and involve the college community in accreditation and institutional effectiveness.
4. Coordinate with the District Office in areas that overlap with College functions and operations.

#### OBJECTIVE

The committee provides leadership for the overall direction and support of college accreditation and institutional effectiveness.

#### FUNCTIONS

1. Communicates with the college community.
2. Review progress of College in meeting accreditation standards
3. Assist the College in making recommendations and/or changes to address any gaps in meeting accreditation standards

#### QUORUM

Consists of a majority of the members including the chair.

#### AGENDA

1. All agenda items must come to the committee through the co-chairs.
2. The agenda and the supporting materials will be emailed three (3) days prior to the meeting.
3. Deadline for submitting an agenda item is one week prior to the scheduled meeting.

#### MEMBERSHIP

Vice President or designee (Co-chair) .....	1
Academic Senate designee (Co-chair).....	1
Classified Staff .....	2
Co-Chairs of Standards .....	20
• Standard 1A&1B, 1C	
• Standard 2A, 2B, 2C	
• Standard 3A, 3B, 3C, 3D	
• Standard 4ABCD	
Student .....	1
Total Membership.....	25
*Administrative Assistant.....	1

\*Committee secretary/non-voting