



Spring 2015

Volume 5

The Process to Accreditation

An Internal Planning Document

Overview

Both the El Camino Community College District and the Compton Community College District are fully committed to obtaining independent accreditation for El Camino College Compton Educational Center. The districts are moving forward in this endeavor in accordance with the goals set forth in A.B. 318 and through the Partnership Agreement between the two parties.

When the partnership began, a primary objective was to provide quality educational programs and services for student success. By initiating new student programs and expanding current offerings, student success has become a focus throughout the El Camino College Compton Community Educational Center. Academic programs initiated or expanded during the last nine years include: Supplemental Instruction (SI), First Year Experience, student-led tutoring, a nursing simulation lab, honors transfer classes, and the Alpha Gamma Sigma (AGS) Honor and Scholarship Society.

Additionally, student success is evident through the increase in the number of El Camino College Compton Center students earning degrees. Other achievements include – ECC Compton Center’s Academic Awards Tea, where honors students, Presidential Scholars, and Alpha Gamma Sigma Honor and Scholarship Society students are recognized. Through financial aid assistance and an ongoing awareness campaign, ECC Compton Center continues to provide financial support for students. Scholarships to students totaling nearly \$40,000 were awarded to 26 students in 2013-14. Grant funds have been used to initiate a variety of new academic offerings and to enhance existing programs, including robotics, HVAC, aerospace fastener manufacturing and career advancement academies.

The 2014 grand opening of the 45,000-square-foot Library-Student Success Center was a significant milestone in facilities improvements.

The Compton District Provost/CEO, the ECC Vice President of Compton Center, and the ECC Compton Center Accreditation Liaison Officer (ALO), in consultation with the Accreditation Steering Committee (ASC), will facilitate training for all Compton Center participants in the accreditation process through the Accrediting Commission for Community and Junior Colleges’ online and in-person workshops.

Participation from constituents throughout all areas of El Camino College and its Compton Center during the candidacy stage is crucial to the success of the process. Once candidacy is granted, representatives from El Camino College and ECC Compton Center will continue regular, active involvement throughout the accreditation process.

Accreditation Eligibility Accomplishments

The ASC established five subcommittees in the following eligibility categories: Organization (1, 2, 3, 4, 5, 6), Instruction (7, 8, 9, 10, 11), Faculty (12, 13), Student Services (14, 15, 16), Financial Integrity (17, 18), Planning and Evaluation (19), Integrity in Communications with the Public (20) and Relations with the Accrediting Commission (21). The 21 Eligibility Criteria were reviewed for objective assessment of tasks, and ECC Compton Center's readiness for eligibility.

The ASC and its five subcommittees have worked diligently since November 2010 to assess and respond to their sections of the Eligibility Criteria. Subcommittee members developed three levels of assessment for each eligibility criteria: criteria met, criteria not met or criteria partially met. All 21 Eligibility Criteria were met prior to submitting the eligibility application in January 2015.

The Eligibility Application is available on the El Camino College and El Camino College Compton Center websites [here](#).

A Communications Plan was developed, featuring open forums to share progress updates, accreditation newsletters geared toward internal and external communities, and an accreditation Web page on the El Camino College and El Camino College Compton Center websites. To further advance outreach efforts to the community, a document titled "[Five Years of Success: Report to the Community](#)" was developed, published and widely distributed to the community in 2011.

In 2014, an update of the document titled, "[Three-Year Report to the Community](#)," was published and widely distributed to the community.

These documents outline the progress and student success stories El Camino College Compton Center has achieved since the beginning of the partnership.

Completed Activities

Since beginning the process to apply for Accreditation Eligibility, the following activities and events have been completed.

Spring/Summer 2012

1. Continued coordination of the assessment of SLO statements in the Student Services and Academic Affairs areas. Compiled documentation showing revisions to courses and programs that improve student learning and are based on SLO assessments.
2. Documented evidence showing strong links between the budgeting and planning processes.
3. Implemented fiscally sound policies and procedures in the Business Office.

4. Resolved all CCCD prior year audit findings.
5. Reconstituted the Fiscal Integrity Accreditation subcommittee.
6. Continued transferring the functions performed by ECC on behalf of the Compton Center to Compton offices and personnel.
7. Hosted a collegial consultative Planning Summit.
8. Produced and distributed widely, an update to the “Process to Accreditation” document.

Fall 2012/Spring 2013

1. Published and distributed eligibility information to internal and external audiences.
2. Hosted open forum to discuss status of readiness to submit eligibility application.

Fall 2013

1. Reviewed ASC subcommittee checklists regarding eligibility readiness.
2. Posted third draft of narrative document that describes the Compton Center’s status in meeting the 21 eligibility criteria on the Portal and reviewed document with the El Camino College Cabinet, Senior Management and other constituencies.
3. Hosted a collegial consultative Accreditation Summit on September 26.
4. Held open forum on December 5 to discuss the third draft of the narrative document.
5. Published information on El Camino College and ECC Compton Center websites.
6. Hosted community workshops in concert with CCCD Special Trustee Advisory Committee.

Spring 2014

1. Reviewed the Compton CCD 2012-13 fiscal year audit to determine if the CCCD meets the ACCJC fiscal eligibility requirements.
2. Presented a copy of the third draft of the Eligibility Application to the ECCCD and CCCD Board of Trustees for review and comment.

Fall 2014/Spring 2015

1. Completed writing Eligibility Application.
2. ECC Compton Center ALO initiated contact with the chair of the Accrediting Eligibility Committee to review the final draft.
3. El Camino College submitted the Eligibility Application to the Accrediting Commission Eligibility Committee on January 25, 2015.
4. At its January 7-9, 2015 meeting, the ACCJC reviewed El Camino College's Institutional Self Evaluation Report and the Report of the Evaluation Team that visited in October 2014. The Commission took action to reaffirm accreditation for El Camino College. The college is required to submit a Follow-Up Report by October 15, 2015.

Projected Timeline Going Forward To Accreditation Candidacy

Spring/Summer 2015

1. The Commission's Eligibility, Candidacy, and Initial Accreditation Committee reviewed the final Eligibility Application and supporting documentation.
2. The President of the Accrediting Commission informed El Camino College's President on March 18, 2015, that the Eligibility Proposal for the ECC Compton Center is approved.
3. El Camino College and the ECC Compton Center will begin preparing for the initial Self Evaluation for candidacy.

Accreditation Candidacy

Once accreditation eligibility status is granted by the Accrediting Commission, El Camino College will prepare to apply for candidacy for the ECC Compton Center. The following steps must be completed:

1. The Accrediting Commission informs El Camino College of the timeframe for the Self Evaluation for candidacy.
2. The ACCJC and El Camino College's President agree on a visit date.
3. Candidacy includes a Self-Evaluation Report, which is a two- to four-year process to prepare for submission to the Accrediting Commission.
4. Once candidacy is granted, the ECC Compton Center must remain in compliance with the Standards of Accreditation throughout the entire candidacy period, which is granted for two years, but may not exceed four years.

Initial Accreditation Review

If the ACCJC grants candidacy, El Camino College will apply for initial accreditation of its Center. This will include submitting another Self Evaluation Report and a visit by the ACCJC team. The ACCJC will review the team report and recommendations and make a determination on whether to grant Initial Accreditation, defer action, deny Initial Accreditation or extend Candidacy.