

**CHAPTER 3: GENERAL INSTITUTION  
ADMINISTRATIVE PROCEDURE NO.: 3200**

**COLLEGE OF THE SISKIYOU**

**Procedure Manual**

**Title:** Accreditation

**Adoption Date:** October 7, 2008

**Review Date:** January 24, 2017

**Revision Date:** August 21, 2012; May 22, 2014; March 10, 2015

**Responsible Area:** Superintendent/President

**Responsible Office:** President's Office

**Policy Reference:** ACCJC Accreditation Eligibility Requirement 21; ACCJC Accreditation Standard I.C.12 and 13; and Title 5 Section 51016

In accordance with the standards of the Accrediting Commission for Community and Junior Colleges, the College shall conduct a comprehensive self-evaluation report every six years and host a visit by an accreditation team. Mandatory midterm reports are prepared and submitted to the Accrediting Commission in the third year of each six-year cycle.

Those employees who are responsible for the functions related to the accreditation standards must be involved in the self-evaluation report and team visit.

The process for producing the written document that is the comprehensive self-evaluation report must include:

- A Steering Committee Chair, appointed by the President, in consultation with the Academic Senate when a faculty member is selected;
- Accreditation Liaison Officer, appointed by the President;
- Active, campus-wide involvement of administrators, faculty, classified staff, and students; and
- A steering committee.

When the self-evaluation report is completed, it must be reviewed and approved by the Board of Trustees prior to submission to the Accrediting Commission.