

**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.