

SRJC Accreditation Institutional Self Evaluation Report

Spring 2020 - Spring 2022

UPDATE FOR THE BOARD OF TRUSTEES

NOVEMBER 30, 2021

- DR. L. JANE SALDAÑA-TALLEY, VICE PRESIDENT OF ACADEMIC AFFAIRS/ASST. SUPT., ACCREDITATION LIAISON OFFICER
- KATE JOLLEY, VICE PRESIDENT OF FINANCE AND ADMINISTRATIVE SERVICES

Accreditation Process Overview

- Accrediting Commission for Community and Junior Colleges/Western Association of Schools and Colleges (ACCJC/WASC)
- Colleges agree to undergo a comprehensive review to verify the degree to which they meet the Commission's Standards.
- Institutional Self-Evaluation Report (ISER), which is submitted to ACCJC for use by the peer review team.
- ISER provides narrative and evaluation, supported by evidence, to affirm the institution meets the accreditation Standards and any plans for improvement.
- Quality Focus Essay (QFE) that discusses action projects the institution will engage in to improve student learning and achievement.

Accreditation faculty co-chair, **Jessica Russell**, Executive assistant, **Karolina Nazario**, Editorial assistant, **Marc Bojanowski**, and contributions from more than 150 faculty, classified professionals, students and administrators.

Accreditation Process Overview

- The ISER is due to ACCJC December 2021.
- An external peer review team will examine Santa Rosa Junior College's ISER and conduct a site visit and a Special Fiscal Monitoring site visit during that same timeframe.
- Team members selected for their expertise from member institutions will write a team report stating the team's findings related to the college's compliance with ACCJC's Standards.
 - Recommendations where SRJC needs to meet the Standards
 - Recommendations for improvement
 - Commendations identifying where the college has exceeded Standards.

Accreditation Timeline

- **Spring/Fall 2020:** Planning; Standards Teams Created and Research/evidence Collected
- **Spring 2021:** Institutional Self-Evaluation Report (ISER) Drafted
- **Summer 2021:** ISER Draft Reviewed by Standards Teams
- **Fall 2021:** ISER Draft Reviewed by College Community
- **Spring 2022:** ACCJC Peer Review Site Visit

Administrative Liaisons and Faculty Co-chairs

Standard I: Institutional Mission and Effectiveness

- Administrative Liaison: Jane Saldana-Talley
- Faculty Co-Chair: Matt Murray

Standard II: Student Learning Programs and Services

A. Instructional Programs

- Administrative Liaison: Josh Adams
- Faculty Co-Chair: Anne-Marie Donegan

B. Library and Learning Support Services

- Administrative Liaison: Phyllis Usina (Fall 2020)
- Administrative Liaison: Mary-Catherine Oxford
- Faculty Co-Chair: Kyla Wegman

C. Student Support Services

- Administrative Liaison: Pedro Avila
- Faculty Co-Chair: Andrea Alvarado

Standard III: Resources

A. Human Resources

- Administrative Liaison: Sarah Hopkins
- Faculty Co-Chair: K. Frindell Teuscher

B. Physical Resources

- Administrative Liaison: Serafin Fernandez
- Faculty Co-Chair: Laura Sparks

C. Technology Resources Administrative

- Administrative Liaison: Kevin Snyder
- Faculty Co-Chair: Sujan Sarkar

D. Financial Resources

- Administrative Liaison: Kate Jolley
- Faculty Co-Chair: Robert Jackson

Standard IV: Leadership and Governance

- Administrative Liaison: Erin Bricker
- Faculty Co-Chair: Katie Gerber

Quality Focus Essay (QFE)

- New element for this Accreditation cycle
- Provides opportunity for SRJC to be innovative and propose new ideas and projects that will improve student learning and/or student achievement at the institutional level
- SRJC has planned two multi-year action projects in areas of need or interest identified through the institutional self evaluation process
- Those areas become critical focal points for the Mid-Term Report in 2025/26

SRJC's Quality Focus Essay (QFE) Action Projects

❖ Evidence-based Institutional Effectiveness:
Fostering a Culture of Inquiry and Innovation

❖ Equity at SRJC: Actions to Increase Student
Success

Overview of ACCJC Special Fiscal Monitoring Site Visit

- Original Deficiencies Identified by the Commission:
 - Ongoing declining enrollment
 - Low fund balance reserves, excluding other financing sources
 - Operating Deficit, excluding other financing sources
 - Negative operating revenue ratio, excluding other financing sources
 - Other Post-Employment Benefits (OPEB) 0% funded

Overview of ACCJC Special Fiscal Monitoring Site Visit

- Fiscal Monitoring Special Report in Response to February 1, 2021 Action Letter from ACCJC
 - <https://accreditation.santarosa.edu/sites/accreditation.santarosa.edu/files/documents/SRJC%20ACCJC%20Special%20Fiscal%20Report.pdf>
- Action Letter from ACCJC June 28, 2021
 - <https://accreditation.santarosa.edu/sites/accreditation.santarosa.edu/files/documents/Santa%20Rosa%20Junior%20College.pdf>
- Commission acted to:
 - Accept the Report
 - Require a **Special Fiscal Monitoring Site Visit** to continue monitoring the deficiencies noted in the February 1, 2021 Action Letter.
 - Conducted in conjunction with the scheduled spring 2022 comprehensive review.

Overview of ACCJC Special Fiscal Monitoring Site Visit

- Remaining Deficiencies Identified by the Commission for Visit:
 - Assess FTES assumption in the college's Long Range Plan to Fiscal Stability (III.D.4)
 - Assess changes in FTE for all employee categories (III.D.4)
 - Ensure budgets reflect actual and projected cost savings (III.D.9)
 - Assess the sustainability of the College's long-term OPEB funding strategy (III.D.12)

Upcoming Accreditation Peer Review Team Visit

- February 28 – March 3, 2022
- Virtual Visit – [Guide for Conducting Virtual Visits - November 2021 \(accjc.org\)](https://accjc.org/guide-for-conducting-virtual-visits-november-2021)
- Team Chair – Mr. Ronald Gerhard, Chancellor
Chabot-Las Positas Community College District
- Confirming Team Roster (N=9)
 - Chair
 - Assistant
 - 4 Academic Representatives
 - 3 Administrative Representatives
- ACCJC Staff Liaison, Dr. Kevin Bontenbal, Vice President, ACCJC

Public Notification of Third-Party Comment

<https://accjc.org/forms/third-party-comments/>

- A third-party comment assists the Commission as it considers applications for candidacy, accreditation, or reaffirmation of accreditation.
- When an institution is undergoing a review, the Commission requires the institution's chief executive officer to notify the campus community and public of the opportunity for submission of third-party comments and the process for doing so.
- Any member of the college community or public may submit a third-party comment by completing the Commission's online third-party comment form, available via the institution's website or ACCJC's website.
- In order to ensure evaluation of applicable third-party comments by the peer review team, third-party comments should be received by the Commission staff no later than five weeks before the peer review team visit. Institutions will be provided an opportunity to review applicable third-party comments.

Questions?

- <https://accreditation.santarosa.edu/>