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4 ACCREDITATION

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6 **A.** The following requirements apply to the colleges' preparation for reaffirmation of
7 accreditation by the Accrediting Commission of Community and Junior Colleges
8 (ACCJC), a part of the Western Association of Schools and Colleges (WASC):
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- 10 1. The development of a self-study report and any other materials necessary to support
11 accreditation or reaffirmation of accreditation shall begin no less than two years
12 before the accreditation visit.
13 2. The college president shall appoint an accreditation liaison officer, who will be
14 responsible for coordinating all necessary activities in preparation for the visit by the
15 visiting team and subsequent reports and visits.
16 3. Each college shall have an Accreditation Steering Committee with members from
17 faculty, management, the classified staff, and students.
18 4. The Accreditation Steering Committee will meet at least 6 times a year to support the
19 writing of the self-study-and any other reports required by the ACCJC.
20 5. The self-study report shall be made available to the faculty, classified staff,
21 managers, and student leaders for review and comment before it is sent to the Board
22 of Trustees for approval.
23 6. The Self Study and any subsequent reports required by the ACCJC shall be
24 approved by the SBCCD Board of Trustees before they are submitted to the ACCJC.
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26 **B.** The following requirements apply to all other activities in preparation for
27 accreditation or reaffirmation of accreditation:
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- 29 1. Preparation for accreditation activities must begin no less than one year before that
30 activity.
31 2. The college president, after consultation with the president of the academic senate, is
32 responsible for appointing someone to coordinate the accreditation activities.
33 3. The development of all supporting materials shall involve appropriate faculty,
34 management, classified staff, and students.
35 4. Accreditation reports shall be approved by the Board of Trustees before they are
36 submitted to an accrediting agency on behalf of the college.
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