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# Standard 1: Institutional Mission and Effectiveness

| **Citation** | **Draft Standard Language (as of 12/9/2022)** | **Related 2014 Standards, ERs, and Policies** |
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| 1.1 | The institution has established a clearly defined mission that appropriately reflects its character, values, structure, and unique student demographics. The institution’s mission articulates its commitment to assuring equitable educational opportunities and outcomes for all students. | I.A.1, I.A.2  I.B.6  ER 2: Operational Status  ER 6: Mission |
| 1.2 | The institution establishes meaningful and ambitious goals for institutional improvement, innovation, and equitable student outcomes. | I.A.3  I.B.1 |
| 1.3 | The institution holds itself accountable for achieving its mission and goals and regularly reviews relevant, meaningfully disaggregated data to evaluate its progress and inform plans for continued improvement and innovation. | I.A.2, I.A.3  I.B.1, I.B.5, I.B.6  ER 11: Student Learning Achievement |
| 1.4 | The institution’s mission directs resource allocation, innovation, and continuous quality improvement through ongoing systematic planning and evaluation of programs and services. | I.A.3  I.B.9  ER 19: Institutional Planning and Evaluation |
| 1.5 | The institution regularly communicates progress toward achieving its mission and goals with internal and external stakeholders in order to promote understanding of institutional strengths, priorities, and areas for continued improvement. | I.B.3, I.B.8  I.C.1, I.C.3  ER 19: Institutional Planning and Evaluation |
| ***Checklist Items – Institutional Mission and Effectiveness*** | | |
| *1.i* | *Institutional procedures/practices for periodic review of mission/mission-related statements, including provisions for revision (if/when revisions are needed) that allow for participation of institutional stakeholders, as appropriate for the character and context of the institution* | I.A.4  IV.A.1 |
| *1.ii* | *Documentation of the governing board’s approval of the institutional mission* | I.A.4  ER 6: Mission |
| *1.iii* | *Procedures/processes for setting institutional goals, including provisions for the inclusion of input from relevant institutional stakeholders, as appropriate for the character and context of the institution* | I.B.1 |
| *1.iv* | *Documentation that the institution has established standards and goals for student achievement (i.e., institution-set standards) in accordance with Commission policy and practices for monitoring institutional performance, including standards and goals for course success, degree and certificate attainment, transfer, job placement rates, and licensure examination pass rates* | I.B.3  ER 11: Student Learning and Achievement |

# Standard 2: Student Success

| **Citation** | **Draft Standard Language (as of 12/09/22)** | **Related 2014 Standards, ERs, and Policies** |
| --- | --- | --- |
| 2.1 | Academic programs at all locations and in all modes of delivery are offered in fields of study consistent with the institution’s mission and reflect appropriate breadth, depth, and expected learning outcomes. | II.A.1, II.A.5, II.A.13  ER 9: Educational Programs  ER 12: General Education |
| 2.2 | The institution, relying on faculty and other appropriate stakeholders, designs and delivers academic programs that reflect relevant discipline and industry standards and support equitable attainment of learning outcomes and achievement of educational goals. | I.B.2, I.B.5, I.B.6  II.A.1, II.A.2, II.A.3, II.A.13, II.A.14  ER 3: Degrees  ER 9: Educational Programs  ER 11: Student Learning and Achievement  ER 14: Faculty |
| 2.3 | All degree programs include a general education framework to ensure the development of broad knowledge, skills, and competencies related to communication, quantitative reasoning, critical thinking, information literacy, and the ability to engage with diverse perspectives. | II.A.11, II.A.12  ER 12: General Education |
| 2.4 | The institution communicates clear, accurate, and accessible information regarding programs, services, and resources that foster success in students’ unique educational journeys. | I.C.2, I.C.4, I.C.5, I.C.6  II.A.10  II.C.5  ER 20: Communication with the Public |
| 2.5 | The institution holds itself accountable for students’ success by scheduling courses in a manner that ensures degree and certificate programs can be completed in the expected period of time. | II.A.6, II.A.15  ER 9: Educational Programs |
| 2.6 | The institution uses delivery modes and teaching methodologies that meet student and curricular needs and promote equitable student learning and achievement. | II.A.7 |
| 2.7 | The institution designs and delivers equitable and effective services and programs that support students in their unique educational journeys, address academic and non-academic needs, and maximize their potential for success. Such services include library and learning resources, academic counseling and support, and other services the institution identifies as appropriate for its mission and student needs. | II.B.1, II.B.2, II.B.3  II.C.2, II.C.3, II.C.5  ER 15: Student Support Services  ER 17: Information and Learning Support Services |
| 2.8 | The institution fosters a sense of belonging and community with its students by providing multiple opportunities for engagement with the institution, programs, and peers. Such opportunities reflect the varied needs of the student population and effectively support students’ unique educational journeys. | II.C.4  ER 15: Student Support Services |
| 2.9 | The institution conducts systematic review and assessment to both ensure the quality of its academic, learning support, and student services programs and implement improvements and innovations in support of equitable student achievement. | I.B.2  II.A.2, II.A.3, II.A.16  II.B.3  II.C.1, II.C.2  ER 11: Student Learning and Student Achievement  ER 14: Faculty |
| ***Checklist Items – Student Success*** | | |
| *2.i* | *Policies and/or other documentation regarding transfer of credit* | II.A.10 |
| *2.ii* | *Documentation of minimum degree requirements (60 units for AA, 120 units for BA)* | II.A.5 |
| *2.iii* | *Policies/procedures related to program discontinuance, demonstrating that the institution provides enrolled students with opportunities for timely completion in the event of program elimination* | II.A.15 |
| *2.iv* | *Policies related to catalog, communication, recruiting, enrollment, admissions, etc.* | II.C.6  ER 16: Admissions  ER 20: In Communication with the Public |
| *2.v* | *Documentation that the official catalog provides information regarding the purpose, content, requirements, and expected learning outcomes of degree and certificate programs* | I.C.4  ER 20: Integrity in Communication with the Public |
| *2.vi* | *Policies/processes for student complaints, demonstrating how the institution communicates the process to students and handles complaints with due process* | Policy checklist |
| *2.vii* | *Verification that student records are stored permanently, securely, and confidentially, with provision for secure backup* | II.C.8 |
| *2.viii* | *Required policies/practices for release of student records* | II.C.8 |
| *2.ix* | *Documentation of alignment with ACCJC Policy on Institutional Compliance with Title IV (if applicable)* | III.D.15, Policy checklist |
| *2.x* | *Documentation related to collaborations/agreements with other external parties regarding the provision of student and/or learning support services (if applicable)* | II.B.4 |
| *2.xi* | *Documentation showing how the institution distinguishes pre-collegiate curriculum from college-level curriculum (if applicable)* | II.A.4 |
| *2.xii* | *Documentation of compliance with Federal standards for clock-to-credit hour conversions (if applicable)* | II.A.9 |
| *2.xiii* | *Policies and/or other documentation related to expectation of conformity with specific codes of conduct, worldviews, or beliefs (if applicable)* | I.C.10 |
| *2.xiv* | *Policies and/or other documentation related to credit for prior learning and competency-based credit (if applicable)* | II.A.8 |
| *2.xv* | *Documentation show how the institution aligns with ACCJC Policy on Distance Education and on Correspondence Education (if applicable)* | II.A.7, Policy checklist |

# Standard 3: Infrastructure and Resources

| **Citation** | **Draft Standard Language (as of 12/09/22)** | **Related 2014 Standards, ERs, and Policies** |
| --- | --- | --- |
| 3.1 | The institution employs qualified faculty, staff, administrators, and other personnel to support and sustain educational services and improve student success. The institution maintains appropriate policies and regularly assesses its employment practices to promote and improve equity, diversity, and mission fulfillment. | III.A.1, III.A.2, III.A.3, III.A.4, III.A.7, III.A.8, III.A.9, III.A.10, III.A.12  ER 9: Administrative Capacity  ER 14: Faculty |
| 3.2 | The institution supports employees with professional learning opportunities aligned with the mission and institutional goals. These opportunities are regularly evaluated for overall effectiveness in promoting equitable student success and in meeting institutional and employee needs. | III.A.8, III.A.12, III.A.14  III.C.4 |
| 3.3 | Employees are evaluated regularly, using clear criteria that align with their professional responsibilities and support the institution’s mission and goals. | III.A.5, III.A.8 |
| 3.4 | The institution develops, maintains, and enhances its educational services and operational functions through the effective use of fiscal resources. Financial resources support and sustain the mission and promote equitable achievement of student success. | III.D.1  ER 18: Financial Resources |
| 3.5 | The institution’s mission and goals are the foundation for financial planning. Financial information is disseminated to support effective planning and decision-making and provide opportunities for stakeholders to participate in the development of plans and budgets. | III.D.2, III.D.3, III.D.4, III.D.6 |
| 3.6 | The institution assures the integrity and responsible use of its financial resources and regularly evaluates its fiscal outcomes and financial management practices to promote institutional mission fulfillment. | III.D.5, III.D.7, III.D.8, III.D.10, III.D.14 |
| 3.7 | The institution assures financial solvency. When making short-range financial plans, the institution considers its long-range financial priorities and future obligations to ensure sustained fiscal stability. | III.D.9, III.D.11, III.D.12, III.D.13 |
| 3.8 | The institution constructs and maintains physical resources to support and sustain educational services and operational functions. The institution assures safe and effective physical resources at all locations where it offers courses, student services, and/or learning support services. | III.B.1, III.B.2, III.B.3 |
| 3.9 | The institution implements, enhances, and secures its technology resources to support and sustain educational services and operational functions. The institution clearly communicates requirements for the safe and appropriate use of technology to students and employees and employs effective protocols for network and data security. | III.A.15  III.C.1, III.C.2, III.C.3, III.C.5 |
| 3.10 | The institution has appropriate strategies for risk management and has policies and procedures in place to implement contingency plans in the event of financial, environmental, or technological emergencies and other unforeseen circumstances. | III.D.9 |
| ***Checklist Items – Infrastructure and Resources*** | | |
| *3.i* | *Written policies and procedures for human resources, including hiring procedures* | III.A.11 |
| *3.ii* | *Employee handbooks or similar documents that establish communicate expectations to employees* | III.A.11, III.A.8 |
| *3.iii* | *If applicable, written code of professional ethics for all personnel including consequences for violations* | III.A.13 |
| *3.iv* | *Annual financial audit reports (3 prior years, including any auxiliary organizations)* | ER 5: Financial Accountability |
| *3.v* | *Practices for resource allocation and budget development (including budget allocation model for multi-college districts/systems)* | III.D.3 |
| *3.vi* | *Polices around Title IV including the most recent three-year student loan default rates* | III.D.15 |
| *3.vii* | *Policies guiding fiscal management (e.g., related to reserves, budget development)* | III.D.3 |
| *3.viii* | *Any agreements that fall under ACCJC’s policy on contractual relationships with non-accredited organizations* | III.D.16 |
| *3.ix* | *Policies, procedures or agreements (e.g., AUAs) related to appropriate use of technology systems* | III.C.5 |

# Standard 4: Governance and Decision-Making

| **Citation** | **Draft Standard Language (as of 12/09/22)** | **Related 2014 Standards, ERs, and Policies** |
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| 4.1 | The institution upholds an explicit commitment to principles of academic freedom, academic integrity, and freedom of inquiry. | I.C.7, I.C.8, I.C.9  ER 13: Academic Freedom |
| 4.2 | Roles, responsibilities, and authority for decision-making are clearly defined and communicated throughout the institution. Institutional decision-making processes provide opportunities for the inclusion and participation of stakeholders, as appropriate to the institution’s character. | IV.A.1, IV.A.2, IV.A.3, IV.A.4, IV.A.5, IV.A.6 |
| 4.3 | The institution’s decision-making structures and processes are used consistently and effectively to advance the mission and prioritize equitable student outcomes. | I.B.7  IV.A.1, IV.A.7 |
| 4.4 | Acting through policy, the governing board takes responsibility for the overall quality and stability of the institution, and regularly monitors progress towards its goals and fiscal health. | IV.C.1, IV.C.5, IV.C.8  ER 7: Governing Board |
| 4.5 | The governing board selects the institution’s chief executive officer (CEO). The governing board gives the CEO full authority to implement board policies and ensure effective operations and fulfillment of the institutional mission. | IV.C.12  IV.B.1  ER 4: Chief Executive Officer |
| 4.6 | The governing board functions effectively as a collective entity to promote the institution’s values and mission and fulfill its fiduciary responsibilities. The governing board demonstrates an ability to self-govern in adherence to its bylaws and expectations for best practices in board governance. | IV.C.2, IV.C.4, IV.C.6, IV.C.7, IV.C.9, IV.C.10, IV.C.11  ER 7: Governing Board |
| ***Checklist Items – Governance and Decision-Making*** | | |
| *4.i* | *Governing board policies/procedures for selecting and regularly evaluating the chief executive officer* | IV.C.3 |
| *4.ii* | *Board policies/procedures/bylaws related to Board Ethics* | IV.C.11 |
| *4.iii* | *Board policies/procedures/bylaws related to conflict of interest* | IV.C.11  ER 7: Governing Board |