



ACCREDITING COMMISSION FOR
COMMUNITY AND JUNIOR COLLEGES
WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES

Date: August 13, 2019

To: Chancellors, Superintendents, Presidents, Accreditation Liaison Officers, and Other Interested Parties

From: Gohar Momjian, Vice President

Subject: Invitation to Field for Comment on Policy Revisions (First Read)

The ACCJC Policy Committee oversees the development of new policies and changes to existing policies. Commission procedures generally provide that proposed policy changes and/or new policies be considered by the Commission in a two-meeting process. At the first meeting, new policies/policy changes are discussed and modifications are made as appropriate (first-reading). These policies are then circulated to ACCJC's member institutions and other interested parties for review and comment before presentation at the next scheduled Commission meeting for second-read and adoption.

At its June 2019 meeting, the Commission considered the following policy changes for first-read:

Items for First Reading

1. Revision: [Policy on Monitoring Institutional Performance](#) - this policy has been revised to align with language in the federal regulations to monitor annual student achievement. In addition, the policy limits the definition of significant headcount growth as a 50% increase in one year consistent with the federal definition for significant growth in distance or correspondence education.
2. Revision: [Policy on the Rights and Responsibilities of the Commission and Member Institutions](#) - language has been added to clarify the timeline for notifying the public about third party comments, and the handling and usage of third party comments in the peer review process.
3. Revision: [Policy on Public Disclosure and Confidentiality in the Accreditation Process](#) - deleted the section requiring the Commission to disclose upon request the number of complaints against an institution; in addition, outdated and redundant language has been deleted from the policy.

4. Revision: [Policy on Commission Actions on Institutions](#) - this policy has been revised to instruct applicants for Initial Accreditation to address only the Standards found not to be in compliance at the time of the Candidacy review, instead of preparing another Institutional Self Evaluation Report. The revised policy language supports the Commission to grant Initial Accreditation to applicants for Candidacy if the institution demonstrated that it is in compliance with the Commission's Standards at the time of the Candidacy review.

Comments from the Field

Following its Bylaws, the ACCJC invites comments from the field on these policy revisions. Therefore, we request that you publicize the information in this memo at your institution. Written comments may be emailed to accjc@accjc.org or complete the online [Comment Now](#) form. Comments must be received by **Friday, September 13, 2019** in order to be considered.

All comments received by the due date will be reviewed by the ACCJC Policy Committee. The committee will incorporate any changes into the policies, which will then be presented to the Commission for second-reading and action at the January 2020 meeting. Additionally, the policies will be on the Commission's open meeting agenda, and anyone interested may comment on the policies and the proposed changes directly to the Commission during the public comment session and prior to the Commission taking action.