
San Bernardino Community College District
Administrative Procedure
Chapter 3 – General Institution

AP 3200 ACCREDITATION

(Replaces current SBCCD AP 3200)

- A. The following requirements apply to the colleges' preparation for reaffirmation of accreditation by the Accrediting Commission of Community and Junior Colleges (ACCJC), a part of the Western Association of Schools and Colleges (WASC):
1. The development of a self-evaluation report and any other materials necessary to support accreditation or reaffirmation of accreditation shall begin no less than two years before the accreditation visit.
 2. The college president shall appoint an accreditation liaison officer, who will be responsible for coordinating all necessary activities in preparation for the visit by the visiting team and subsequent reports and visits.
 3. Each college shall have an Accreditation Steering Committee with members from faculty, management, the classified staff, and students.
 4. The Accreditation Steering Committee will meet six to support the writing of the self-evaluation and any other reports required by the ACCJC.
 5. The self-evaluation report shall be made available to the faculty, classified staff, managers, and student leaders for review and comment before it is sent to the Board of Trustees for approval.
 6. The self-evaluation and any subsequent reports required by the ACCJC shall be approved by the SBCCD Board of Trustees before they are submitted to the ACCJC.
- B. The following requirements apply to all other activities in preparation for accreditation or reaffirmation of accreditation:
1. Preparation for accreditation activities must begin no less than one year before that activity.
 2. The college president, after consultation with the president of the academic senate, is responsible for appointing someone to coordinate the accreditation activities.
 3. The development of all supporting materials shall involve appropriate faculty, management, classified staff, and students.
 4. Accreditation reports shall be approved by the Board of Trustees before they are submitted to an accrediting agency on behalf of the college.

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References: WASC/ACCJC Accreditation Eligibility Requirement 21;
WASC/ACCJC Accreditation Standard IV.B.1.i;
Title 5 Section 51016

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