In accordance with the standards of the Accrediting Commission for Community and Junior Colleges, the college shall conduct a comprehensive self study every six years and host a visit by an accreditation team. Mandatory midterm reports are prepared and submitted to the Accrediting Commission in the third year of each six-year cycle.

Those employees who are responsible for the functions related to the accreditation standards must be involved in the self study and team visit. There will be active, campus-wide involvement of administrators, faculty, classified staff, and students in the development of the Accreditation Self Study.

The process for producing the Self Study shall include appointments by the Superintendent/President for:

- An Accreditation Liaison Officer;
- A Self Study Chair or Co-Chairs and;
- A Steering Committee.

When the Self Study is completed, it shall be reviewed and approved by the Board of Trustees prior to submission to the Accrediting Commission a minimum of 45 days prior to the team visit.

Office of Primary Responsibility: Office of Organizational Development and Planning

Date Approved: May 12, 2009