This issue of the accreditation update is primarily directed to adjunct and full-time faculty.

Recommendation 3 (which has been omitted from the June 30 letter, but is in the written comprehensive visit report) requires that student learning outcomes that are on the course outline of record be the same as the ones on each section’s syllabus. To accomplish that objective, the Dean’s Offices are issuing syllabus templates to each instructor that include the SLO’s for that instructor’s sections. I know that some instructors do not use the syllabus template that is sent out to them from their Dean’s office. If you do not use the template, please be sure to copy and paste the SLO’s for your course from the template to the syllabus. This is especially important when there are several different instructors teaching sections of the same class. All SLO’s for the same class need to be consistent across all sections of that class.

The District and the VVCFA signed a memorandum of understanding this week to complete the SLO/Assessment process for all courses and programs. We will be using a program called Trac Data to accumulate SLO information and provide a vehicle for assessment results. Several departments have already loaded information into Trac Data and are using assessment to improve their programs. Assessment information is for this purpose only, it will not be used for faculty evaluation purposes. If you would like further information about SLO’s, Assessment, and/or Trac Data please contact Dr. Lisa Harvey.

A final draft of the distance education plan will be submitted to College Council this week. I would like to thank the team that worked on this plan, it addresses most of the issues raised by ACCJC recommendation # 5, with the exception of the substantive change requirement. Until that is worked out we will not be able to offer 50% or more of any program on-line. A substantive change was filed in 2004 but it appears that there were some issues that were not addressed and it was not approved. I am working with the ACCJC to resolve this issue, but the fact is that we cannot file any substantive changes while we are on probation. If you would like to understand more about the need for substantive change, please view the ACCJC handbook at http://www.accjc.org/wp-content/uploads/2010/09/Substantive-Change-Manual_June-30-20111.pdf

I hope you are enjoying the remainder of your break and I look forward to seeing all of you on Campus during the week of February 13th.

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