
CERTIFICATION OF CONTINUED COMPLIANCE WITH ELIGIBILITY REQUIREMENTS

1. AUTHORITY

The institution is authorized or licensed to operate as an educational institution and to award degrees by an appropriate governmental organization or agency as required by each of the jurisdictions or regions in which it operates. Private institutions, if required by the appropriate statutory regulatory body, must submit evidence of authorization, licensure, or approval by that body. If incorporated, the institution shall submit a copy of its articles of incorporation.

Victor Valley College is accredited by the Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges. The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, reaffirmed the college's accreditation at its meeting on June 6-8, 1999. The institution is authorized to operate as an educational institution and to offer undergraduate education.

2. MISSION

The institution's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization, and is appropriate to a degree-granting institution of higher education and the constituency it seeks to serve. The mission statement defines institutional commitment to achieving student learning.

The mission statement was revised and adopted by the Board of Trustees on November 11, 2003, and is included in the

Victor Valley College Catalog for 2004-2005 as well as posted on the College's website. The mission statement provides an institutional commitment to student learning.

3. GOVERNING BOARD

The institution has a functioning governing board responsible for the quality, integrity, and financial stability of the institution and for ensuring that the institution's mission is being carried out. This board is ultimately responsible for ensuring that the financial resources of the institution are used to provide a sound educational program. Its membership is sufficient in size and composition to fulfill all board responsibilities.

The governing board is an independent policy-making body capable of reflecting constituent and public interest in board activities and decisions. A majority of the board members have no employment, family, ownership, or other personal financial interest in the institution. The board adheres to a conflict of interest policy that assures that those interests are disclosed and that they do not interfere with the impartiality of governing body members or outweigh the greater duty to secure and ensure the academic and fiscal integrity of the institution.

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4. CHIEF EXECUTIVE OFFICER

The institution has a chief executive officer appointed by the governing board, whose full-time responsibility is to the institution, and who possesses the requisite authority to administer board policies. Neither the district/system chief administrator nor the college chief administrator may serve as the chair of the governing board.

Victor Valley College has a chief executive officer appointed by the governing board, Dr. Pat Spencer, whose full-time responsibility is to the institution, and who possesses the requisite authority to administer board policies.

5. ADMINISTRATIVE CAPACITY

The institution has sufficient staff, with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose.

Victor Valley College has staff with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose. The management staff consists of 36 employees. This group includes the superintendent/president, vice presidents, deans, directors, coordinators and other management positions. The District recognizes the need for additional staff due to the extraordinary growth and need for additional services and programs.

6. OPERATIONAL STATUS

The institution is operational, with students actively pursuing its degree programs.

Victor Valley College is operational, with students actively pursuing its degree programs. Victor Valley College has been in existence since 1961 and is accredited by Western Association of Schools and Colleges. Victor Valley College's accreditation was reaffirmed by the Accrediting Commission for Community and Junior Colleges at its meeting on June 6-8, 1999.

7. DEGREES

A substantial portion of the institution's educational offerings are programs that lead to degrees, and a significant proportion of its students are enrolled in them.

Victor Valley College offers 56 Associate Degree programs and 120 Certificate programs that are listed in the college catalog. Nearly 75% of credit students are enrolled in associate-applicable courses.

8. EDUCATIONAL PROGRAMS

The institution's principal degree programs are congruent with its mission, are based on recognized higher education field(s) of study, are of sufficient content and length, are conducted at levels of quality and rigor appropriate to the degrees offered, and culminate in identified student outcomes. At least one degree program must be of two academic years in length.

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outcomes. The educational programs are included in the College Catalog.

9. ACADEMIC CREDIT

The institution awards academic credits based on generally accepted practices in degree-granting institutions of higher education. Public institutions governed by statutory or system regulatory requirements provide appropriate information about the awarding of academic credit.

Victor Valley College awards academic credits based on Title 5 of the California Code of Regulations. The information about the awarding of academic credit is included in the college catalog on the website.

10. STUDENT LEARNING AND ACHIEVEMENT

The institution defines and publishes for each program the program's expected student learning and achievement outcomes. Through regular and systematic assessment, it demonstrates that students who complete programs, no matter where or how they are offered, achieve these outcomes.

Victor Valley College defines and publishes the programs of study leading to an associate degree, certificate, and programs of study leading to transfer in the catalog. The college is implementing the plan towards the creation of Student Learning Outcomes at the course and program level so that students who complete courses and programs, no matter where or how they are offered, achieve the assigned outcomes. In addition, the plan includes Student Learning Outcomes at the degree level. Information regarding student achievement and student learning outcomes is included in the Fact

Book and posted on the Institutional Research website.

11. GENERAL EDUCATION

The institution defines and incorporates into all of its degree programs a substantial component of general education designed to ensure breadth of knowledge and promote intellectual inquiry. The general education component includes demonstrated competence in writing and computational skills and an introduction to some of the major areas of knowledge. General education has comprehensive learning outcomes for the students who complete it. Degree credit for general education programs must be consistent with levels of quality and rigor appropriate to higher education. See the Accreditation Standards, II.A.3, for areas of study for general education.

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12. ACADEMIC FREEDOM

The institution's faculty and students are free to examine and test all knowledge appropriate to their discipline or area of major study as judged by the

academic/educational community in general. Regardless of institutional affiliation or sponsorship, the institution maintains an atmosphere in which intellectual freedom and independence exist.

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13. FACULTY

The institution has a substantial core of qualified faculty with full-time responsibility to the institution. The core is sufficient in size and experience to support all of the institution's educational programs. A clear statement of faculty responsibilities must include development and review of curriculum as well as assessment of learning.

Victor Valley College has a core of qualified faculty with full-time responsibility to the institution. The core of qualified faculty supports the institution's educational programs. There are 135 full-time faculty as of December 1, 2004.

The Academic Senate of Victor Valley College recognizes that the number of faculty meets the full time faculty proposed by the Chancellor's Office but is insufficient for meeting the goals and mission of the College. The faculty is involved in the development and review of curriculum as well as assessment of learning. The faculty provides leadership and is driving the process for student learning outcomes.

14. STUDENT SERVICES

The institution provides for all of its students appropriate student services that support student learning and development within the context of the institutional mission.

Victor Valley College provides for all of its students appropriate student services that support student learning and development within the context of the institutional mission. Victor Valley College offers a variety of comprehensive student services and activities as follows: Assessment, Admissions, Athletics, Cooperative Agencies Resources for Education, Career Center, Child Development Center, Counseling, Disabled Student Programs, Extended Opportunity Programs and Services, Financial Aid, Guidance courses, Orientation, Registration, Student Activities, Student Employment, Student Support Services Program, and Transfer.

15. ADMISSIONS

The institution has adopted and adheres to admission policies consistent with its mission that specify the qualifications of students appropriate for its programs.

Victor Valley College has adopted and adheres to admission policies consistent with its mission that specify the qualifications of students appropriate and are listed in the college catalog. It includes: residency requirements, special part-time/full time students, admission by petition, international students, student registration priorities, requirements for registration, adding and dropping classes, transcripts for admissions, and prerequisites, co requisites, advisories.

16. INFORMATION AND LEARNING RESOURCES

The institution provides, through ownership or contractual agreement, specific long-term access to sufficient information and learning resources and services to support its mission and instructional programs in whatever format and wherever they are offered.

Victor Valley College library collection consists of 51,223 books, 551 current periodical subscriptions, 3,400 videos and DVDs, and 5,100 audio cassettes and CD's. Electronic subscriptions include 13 full-text databases that are available to students on and off-campus via the library's web site. There are 19 public access terminals dedicated to searching the on-line catalog (Sirsi) and an additional 12 terminals that provide web access. The facility seats approximately 300 in a combination of table and study carrels. The library also has 6 group study rooms and a 30-seat classroom for bibliographic instruction. The Supplemental Instruction/Tutoring and Computer Lab are located in the building adjacent to the library. The Computer Lab runs 80 specific software programs in a lab of 84 computers. The Language Lab, Basic Skills Program, and Writing Center are located on the lower campus in the Humanities Center. All three areas maintain computer workstations for students and offer a variety of resources and services.

17. FINANCIAL RESOURCES

The institution documents a funding base, financial resources, and plans for financial development adequate to support student learning programs and services, to improve institutional effectiveness, and to assure financial stability.

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18. FINANCIAL ACCOUNTABILITY

The institution annually undergoes and makes available an external financial audit by a certified public accountant or an audit by an appropriate public agency. The institution shall submit with its eligibility application a copy of the budget and institutional financial audits and management letters prepared by an outside certified public accountant or by an appropriate public agency, who has no other relationship to the institution, for its two most recent fiscal years, including the fiscal year ending immediately prior to the date of the submission of the application. The audits must be certified and any exceptions explained. It is recommended that the auditor employ as a guide Audits of Colleges and Universities, published by the American Institute of Certified Public Accountants. An applicant institution must not show an annual or cumulative operating deficit at any time during the eligibility application process.

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audits are certified and any exceptions explained.

19. INSTITUTIONAL PLANNING AND EVALUATION

The institution systematically evaluates and makes public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes. The institution provides evidence of planning for improvement of institutional structures and processes, student achievement of educational goals, and student learning. The institution assesses progress toward achieving its stated goals and makes decisions regarding improvement through an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation.

Victor Valley College systematically evaluates and makes public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes. The College has developed and implemented an ongoing process of evaluation and planning that focuses on continuous improvement. Improvement is achieved through the evaluation and planning process that includes the following components: evaluation, planning, support of research, development of mission statement, use of mission statement to guide institutional action, goal setting, goal accomplishments, integration of accreditation themes, accreditation recommendations and planning agendas, integration of program review that includes student learning outcomes, decision making for improvement, resource distribution to implement the goals, evaluation and reevaluation.

20. PUBLIC INFORMATION

The institution provides a catalog for its constituencies with precise, accurate, and current information.

Victor Valley College publishes in its catalog, class schedule, and other publications information concerning the College's purposes and objectives; admission requirements and procedures; rules and regulations affecting students, programs, and courses; degrees offered and degree requirements; cost and refund policies; grievances procedures; academic credentials of faculty and administrators; and other items relative to attending and withdrawing from the College. The College distributes a year-end report, a special edition of the President's Pen once a year, which focuses on student graduates.

21. RELATIONS WITH THE ACCREDITING COMMISSION

The institution provides assurance that it adheres to the eligibility requirements and accreditation standards and policies of the Commission, describes itself in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. The institution will comply with Commission requests, directives, decisions and policies, and will make complete, accurate, and honest disclosure. Failure to do so is sufficient reason, in and of itself, for the Commission to impose a sanction, or to deny or revoke candidacy or accreditation.

Victor Valley College maintains the same open and responsible association with the

Accrediting Commission as in the past. Victor Valley College provides assurance that it adheres to the eligibility requirements and accreditation standards and policies of the Commission, describes itself in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. The institution will comply with Commission requests, directives, decisions and policies, and will make complete, accurate, and honest disclosure.