

**Date:** June 7, 2017

**To:** Commission and Other Interested Parties

**From:** Dr. John Morton, Policy Committee Chair  
Dr. Stephanie Droker, ACCJC Vice President

**Subject:** Policy Changes Submitted to the Commission

The Policy Committee met via conference call on April 17, 2017 to review institutional policies for presentation to the Commission.

The Policy Committee oversees the development of new policies and changes to existing policies. Commission procedures generally provide that proposed institutional 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 the ACCJC accredited institutions and other interested parties for review and comment before presentation at the next scheduled Commission meeting for second read and adoption.

When changes are needed in order to align with federal regulations, or for other extenuating circumstances, policy changes can be made by the Commission outside the normal two-meeting process (first reading/second reading). If these changes are made by Commission action between regularly scheduled meetings, the changes are communicated to the field, including the reason for immediate action by the Commission. The policy is widely disseminated for input and comment from the field. All comments are brought forward to the Commission for consideration at the second reading, prior to adoption.

### **Items for First Read**

- 1. Policy on Review of Accreditation Standards** – this policy has been revised for accuracy and clarity, and new language has been added to allow for individual standards to be reviewed in-between the systematic review cycle.

### **Items for Second Read**

- 1. Policy on Commission Action on Institutions** – In March 2017, the Commission voted unanimously to review and revise this policy outside the Commission meeting schedule (approved as a first reading), to address significant concerns from the field. Specifically, language has been added to

Section III, which now provides the Commission to take action to reaffirm accreditation for the full 7 year cycle and require a follow-up report for institutions that continue to demonstrate compliance with Eligibility Requirements, Accreditation Standards, and Commission policies, but have some minor deficiencies that can be easily resolved. Clarifying language has also been added in order to provide clearer delineations between the actions the Commission takes on institutions.

2. **Policy on Good Practice in Relations with Member Institutions** – this policy has been revised for clarity and new language has been added to address Commission actions on institutions where deficiencies have been identified. All references to the Policy on Review of Commission Actions have been deleted (policy was deleted in January 2017).
3. **Policy on Complaints Against the Accrediting Commission for Community and Junior Colleges** – a minor revision to this policy adds language to allow the President of the ACCJC to delegate responsibility to an ACCJC staff member for providing a response to a complaint.
4. **Policy on the Rights and Responsibilities of the Commission and Member Institutions** – Language to the section on third party comments has been revised to further clarify the difference between a third party comment and a complaint against an institution.