

Accreditation Follow-Up Report

March 15, 2015

San José City College
2100 Moorpark Avenue
San José, CA 95128-2799

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Certification of the Follow-Up Report

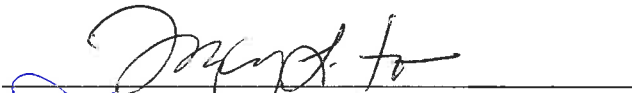
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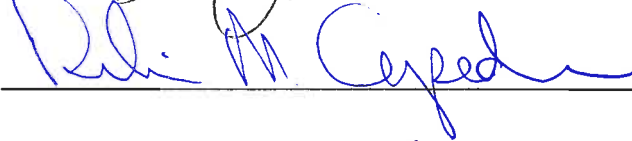
TO: Accrediting Commission for Community and Junior Colleges,
Western Association of Schools and Colleges

FROM: San José City College
2100 Moorpark Ave
San José, CA 95128-2799

This Follow-up Report is submitted for the purpose of assisting in the determination of the College's ongoing accreditation status.


We certify that the Follow-up Report accurately represents the status of the College with respect to the Commission's recommendation it has been asked to address.

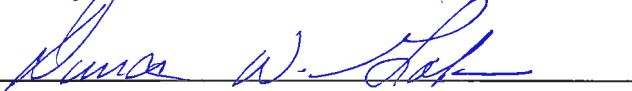




Ms. Wendy Ho
President, Board of Trustees


Dr. Rita M. Cepeda
Chancellor, San José/Evergreen
Community College District






Dr. Byron D. Clift Breland
President,
San José City College

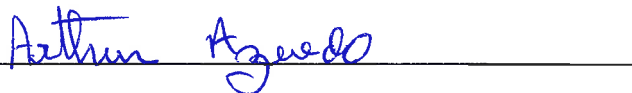
Mr. Duncan W. Graham
Accreditation Liaison Officer
Vice-President, Academic Affairs





Mr. Jesus Covarrubias
President, Academic Senate

Ms. Abibat (Abi) Oshiobugie
President, Associated Students



Mr. Arthur Azevedo
President, CSEA

Statement of Report Preparation

The Accrediting Commission for Community and Junior Colleges (ACCJC) continued the sanction of “Probation” to San José City College (SJCC) in July 2014, noting that in the Follow-up Report of April 22, 2014 the College continued not to meet Standard III.A.1.c:

“Faculty and others directly responsible for student progress towards achieving student learning outcomes should have, as a component of their evaluation, effectiveness in producing those learning outcomes.”

According to the Action letter of July 3, 2014, the College was to file a Follow-up Report by March 15, 2015 demonstrating full compliance with Standard III.A.1.c.

As part of their evaluation process, the faculty at SJCC is evaluated with an instrument derived from negotiations between the District and the American Federation of Teachers (AFT 6157). As such, SJCC could not unilaterally amend the instrument to include SLOs.

The Board of Trustees shows a keen interest in accreditation, and formed an ad hoc sub-committee on accreditation in 2013. Three of the seven trustees are on the sub-committee, and through this sub-committee, the Board receives updates on accreditation from its peers.

The road to consensus has been long; however, the District negotiation team, led by Kim Garcia, the Vice Chancellor of Human Resources, has recently reached agreement with the AFT 6157 that includes in updates to Articles 19–22 of the Collective Bargaining Agreement. Part of all faculty self-evaluations will include participation in SLO assessment. The new language was ratified by the faculty and approved by the Board of Trustees in February, 2015. The new faculty evaluations will be implemented after February 11, 2015.

In addition, the District reached an agreement with the Management, Supervisory and Confidential Council (MSCC) with new language as a part of the academic administrator’s evaluation and job description. This includes:

“Provide leadership for program review, including program improvement and development; systematic assessment of student progress and learning outcomes; review and recommend changes to maintain relevance of division programs to meet student and community needs.”

The new academic administrator evaluation was implemented in fall 2014.

The College has been repeatedly informed of the importance and need to meet and comply with Standard III.A.1.c. The former president and current president have provided updates since 2012 and all constituents have had the opportunity to provide input or comment.

Upon receipt of the February 2014 Commission Action letter, the President and the Accreditation Liaison Officer (ALO) met with counter-parts at Evergreen Valley College, and approached the Chancellor about the urgency of resolution and compliance with the standard. The Chancellor and college presidents had conversations with the ACCJC in February 2015 to clarify options and actions required in order to be in compliance with Standard III.A.1.c

The preparation of the Follow-Up Report has been a collaborative process, and reflects the willingness of campus constituencies to participate in the accreditation process. Furthermore, this report has been discussed with the Academic Senate, the College Advisory Council, the President's Executive Committee, and the College Accreditation Committee. I am, therefore, very appreciative of all the work done by the faculty, staff, and administrators who participated in this process.

The following individuals from San José City College were involved in the preparation of this Follow-Up Report:

Dr. Byron D. Clift Breland, President
Duncan W. Graham, Vice President of Academic Affairs, Accreditation Liaison Officer
Dr. Ingrid Thompson, Dean of Business and Workforce Development
Susan Hager, classified professional employee
Sandra Gonzalez, classified professional employee
Bunnie Rose, classified professional employee
Leslie Rice, faculty
David Yancey, faculty, President AFT 6157
Barbara Hanfling, faculty, Executive Director AFT6157

Sincerely,



Byron D. Clift Breland, Ph.D.
President
San José City College

Response to the Commission Action Letter

On July 3, 2014, San José City College's Interim President, Dr. Byron Clift Breland received a letter from the 2014 Accrediting Commission for Community and Junior Colleges (ACCJC) regarding the actions of the Commission at its meetings of June 4–6, 2014. The Commission took action to continue SJCC on the sanction of Probation. The letter, requested a Follow-up report be submitted by March 15, 2015, to address specific compliance with Standard III.A.1c that reads as follows:

“Faculty and others directly responsible for student progress toward achieving stated student learning outcomes have, as a component of their evaluation, effectiveness in producing those learning outcomes.”

This Follow-up report demonstrates that San José City College (SJCC) meets Eligibility Requirement 21 (Integrity in Relations with the Accrediting Commission) and Accreditation Standard IIIA.1.c in response to a July 03, 2014 ACCJC letter, informing SJCC of the Commission’s action to keep SJCC on “Probation” status.

On April 22, 2014, SJCC filed a Follow-Up Report with the ACCJC requesting that the college utilize a three-year pilot program between the American Federation of Teachers AFT 6157 (Union) and the San José Evergreen Community College District (District) that Student Learning Outcomes (SLOs) be a component of full-time faculty evaluations. The three-year pilot program was an interim measure designed for the purpose of addressing the ACCJC’s requirements until the issues addressed in the pilot program were negotiated between the District and the Union. As the District and Union were not currently involved in negotiations this pilot program was not included as a part of the Collective Bargaining Agreement. The District and the Union agreed to the pilot program being in effect from fall 2014 through spring 2017 to coincide with the faculty evaluation cycle.

However, this pilot program was deemed insufficient by the Commission as meeting the Standard, as it had no permanency and the College was not obligated to continue the practice of including SLO assessment in faculty evaluations at the conclusion of the three-year pilot program.

On April 8, 2014 the District Board of Trustees approved: (see [Document 1](#))

“Revisions to Academic Administrator Job Descriptions and Performance Appraisal Form to Address Responsibility for the Systematic Assessment of Student Progress and Learning Outcomes”

and the proposed evaluation form. This action was taken to meet the part of Standard III.A.1.c that states:

“...others directly responsible for student progress towards achieving stated student learning outcomes have, as a component of their evaluation, effectiveness in producing those learning outcomes.”

The revised academic administrator evaluation was in place and used in the evaluations of academic administrators beginning in fall of 2014 (see [Document 2](#)).

Negotiations between the District and the Union addressing faculty evaluations and assessing SLOs were finalized after the ratification of the Collective Bargaining Agreement and was approved by the District Board of Trustees at the February 10, 2015 Governing Board meeting. As part of that agreement a component to assess Student Learning Outcomes was added to the faculty evaluation process, Articles 19–22, specifically Articles 19.10.3, 19.8.3a-b, 20.8.7, 21.7.4, 22.7.7 (see [Document 3](#)). These articles include the requirement that all faculty (including adjunct) have SLO assessment as part of the evaluation. This officially eliminated the three-year pilot program referenced above and puts SJCC in full compliance with Standard III.A.1.c., and subsequently, Eligibility Requirement 21.

The college followed the pilot program in the evaluation of full time faculty during the fall 2014 semester and early spring 2015 semester, in that full-time faculty evaluations contain references to their participation in the assessment of SLOs (see [Document 4](#)).

All faculty evaluations performed after February 10, 2015 have used the new faculty evaluation forms outlined in Articles 19-22 of the Collective Bargaining Agreement.

There were 35 full time faculty scheduled for evaluations for fall 2014 and one scheduled for spring 2015. Of those, two are retiring at the end of spring semester that will not be evaluated, and two that are on sabbatical and will be evaluated in fall 2015. Of the remaining 30 that were due in fall 2014, 28 have been completed, two will be done by May 2015, and the one schedule for Spring 2015 is currently underway and will completed by May 2015 (see [Document 5](#)).

Both comprehensive and annual update Program Reviews in Academic programs address how SLOs are implemented, assessed, and how SLOs are used in evaluating effectiveness towards increasing student success (see Documents [6](#), [7](#), [8](#), [9](#)).

Additionally, participating in SLO assessment has been included in the job descriptions of full time faculty positions for hires starting in fall 2014 (see Documents [10](#) and [11](#)).

By the actions described above, SJCC meets Standard IIIA.1.c, and Eligibility Requirement 21.

Appendix A: List of Evidence

- Document 1: [Board of Trustees 04-08-14 Agenda Item: ACCJC Follow-Up Report, Language change for Academic Administrator Job Description and Evaluation](#)
- Document 2: [Academic Administrator Evaluation Form](#)
- Document 3: [Articles 19–22 from the SJECCD/AFT6157 Collective Bargaining Agreement](#)
- Document 4: [SLO Pilot Program 2014 2017](#)
- Document 5: [Faculty Evaluation Chart](#)
- Document 6: [Annual Program Review Samples](#)
- Document 7: [Comprehensive Program Review Samples](#)
- Document 8: [Annual Program Review Validation Form](#)
- Document 9: [Comprehensive Program Review Validation Form](#)
- Document 10: [Biology Tenure-track faculty job description](#)
- Document 11: [ADS Tenure-track faculty job description](#)