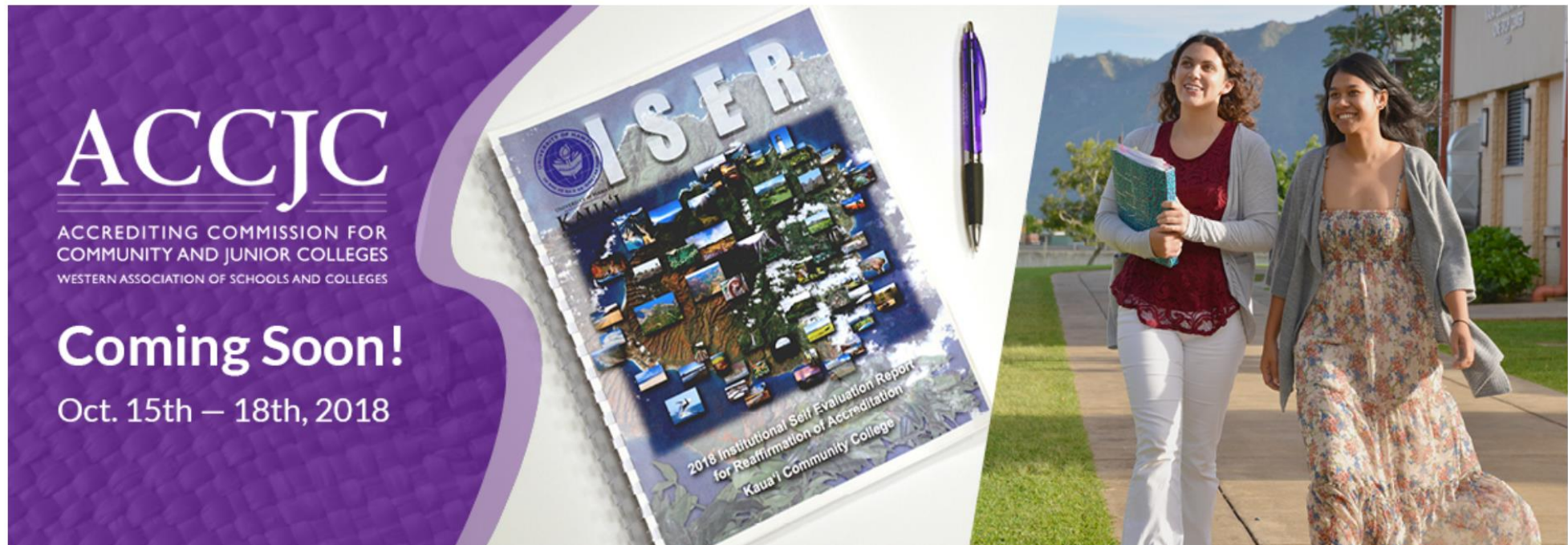


# ACCJC EXTERNAL EVALUATION: A PRIMER



**College Conversations  
October 5, 2018**



# PURPOSE OF THE SITE VISIT

- **Verify evidence submitted as support for assertions made in the Institutional Self Evaluation Report (ISER) narrative**
- **Determine whether the College meets or exceeds the Eligibility Requirements (ERs), Accreditation Standards, and Commission policies**
- **Provide recommendations to meet Standards and/or improve the effectiveness of the institution**

# EVALUATION TEAM

- **Comprised of TEN Members and ONE ACCJC Vice-President (liaison)**
- **Members include a Chair, Assistant, and eight qualified, impartial peers representing ACCJC**
- **Peers are faculty, administrators, and CEOs with diverse backgrounds and expertise**



ACCJC Liaison -  
Gohar Momjian

# MEET THE TEAM



**Dr. Sunita Cooke**



**Dr. Chris Hill**



**Dr. David Newnham**



**Lucy Kluckhohn-Jones**



**Kimberly Nickell**



**Dr. Andrew Lamanque**



**Dr. Ryan Corner**



**Dr. Richard Mahon**



**Janet Houlihan**



**Dr. Theresa Koroivulaono**

# TEAM PREPARATIONS PRIOR TO SITE VISIT

- All members read the entire ISER; annual and midterm reports may also be reviewed along with submitted evidence
- Attend a Team meeting/Training approximately one month prior to visit
- Members are assigned specific areas based on experience to thoroughly review and evaluate
- Members identify areas of strengths (for optional commendations)
- Members identify groups and individuals to interview for validation of assertions and evidence in ISER or to seek additional information if there are perceived gaps or questions

# REQUESTED MEETINGS

ACCJC SITE VISIT REQUESTED INTERVIEWS (updated 9/26/18)		
Standard(s)	Meeting	Interviewers
I.B, II.A, II.B	Program Review group or leaders	Nickell, LaManque
I, II.A	Leaders from College Council	Cornner, LaManque
I	Leaders from Mission Taskforce	Cornner
I	Director, Institutional Research & Institutional Researcher	Cornner, Koroivulaono, Newnham
I	Lead of SLO process	Cornner,
I.C, IV.C	Chancellor	Cornner, Koroivulaono, Newnham
II.A	Alan Boyes & Gigi Dent (signed off on MYPO)	Kluckhohn-Jones
II.A	Vice Chancellor, Academic Affairs	Kluckhohn-Jones, LaManque, Newnham
II.A	Faculty Lead and Chair for DE (Peggy Lake?)	Kluckhohn-Jones, La Manque
II.B	Library and Tutoring Services	Nickell
II.C	Vice Chancellor, Student Affairs	La Manque
II.A, IV.A	Curriculum Comm Chair	Kluckhohn-Jones, La Manque
III	Facilities Manager	Houlihan
III	Campus Public Safety Manager	Houlihan
III	Campus Safety and Operations Committee	Houlihan
III.C	ITAC	Koroivulaono
III.C	College IT Team	Koroivulaono
III.C	One or two online instructors	Koroivulaono
III.C	Group of current or former online students (4 or less in different subjects at different levels)	Koroivulaono
I, III.D, IV.A	Vice Chancellor, Admin Services	Kluckhohn-Jones, Cornner, Houlihan
IV.B	Chancellor's Cabinet	Koroivulaono
IV.B	Student Representative from College Council	Koroivulaono

**Most meetings will be held in OSC 207 or LIB 122**

**The Team Room (Private) will be OSC 204**

# TYPES OF INTERVIEW QUESTION

- Explore a topic: *“Can you please explain...”*
- Ask for an example: *“Can you give an example of...?”*
- Seek clarification: *“What do you mean by.....?”*
- Verify: *“We have been told that....Is that correct?”*
- Reflect: *“What do you think can be done...?”*
- Evaluate: *“How would you evaluate the effectiveness of....?”*
- Probe: *“So, although there exists.....?”*



# ACTIVITY

**Please find the group that has your  
same question**

**These are numbered 1-10**



# ACTIVITY QUESTIONS

- 1. Who are the college's intended students? How does the college address their needs?**
- 2. Explain the college's planning process. How do stakeholders provide input?**
- 3. What is the relationship between budgeting of resources and the college's planning process? Describe how this process is aligned with the College's mission.**

# ACTIVITY QUESTIONS (CONTINUED)

- 4. How do programs use the college's planning process to improve the program and/or services? Can you give me an example from your area?**
- 5. How does the College use assessment results to improve its programs and services? Can you give me an example from your area?**
- 6. How do the college's support services contribute to student learning? Can you give me an example?**

# ACTIVITY QUESTIONS (CONTINUED)

- 7. How does the college identify needs and obtain physical resources (facilities, equipment, land, assets)? Do you think these are effective and sufficient to meet the diverse needs of the campus community?**
- 8. How does the College provide information about the college's budget, fiscal conditions, and financial planning throughout the college? Can you give me an example of when and how? Is this information sufficient and timely?**
- 9. Please describe how the college evaluates its governance structures and processes. Is this done effectively?**

# ACTIVITY QUESTIONS (CONTINUED)

- 10. How does the college identify needs and obtain technology resources (e.g., infrastructure, equipment)? Do you think these are effective and sufficient to meet the needs of the campus community?**

# WHAT ELSE DOES THE TEAM DO BESIDES INTERVIEWS?



Random
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This report represents the findings of the External Evaluation Team that visited

# AFTER THE VISIT

- **CELEBRATE!!!**
- **Chancellor receives draft of Evaluation Report for errors of fact within a month of the site visit**
- **Commission makes decision at meeting in January 2019**
- **College receives action letter from ACCJC with commission decision within a month of the January 2019 Commission Meeting and the Final Evaluation Report**

# POSSIBLE COMMISSION DECISIONS

- **Reaffirmation of Accreditation**
- **Reaffirmation of Accreditation with follow-up report**
- **Reaffirmation of Accreditation with follow-up report and visit**
- **Sanction Issued**
- **Terminate Accreditation**



# SCHEDULE OF MEETINGS AND EVENTS

**8:30 am, Monday, October 15<sup>th</sup> (Welcome Team at Hawaiian Studies)**

**4:30 pm, Tuesday, October 16<sup>th</sup> (Public Forum in Cafeteria)**

**12:15 pm, Wednesday, Oct 17<sup>th</sup> (Public Forum in Fine Arts Auditorium)**

**10 am, Thursday, October 18<sup>th</sup> (Team Report to College, Fine Arts Auditorium)**

***Entire Schedule will be posted at: <http://kauai.hawaii.edu/accreditation>***

# MASTER SCHEDULE

10/15

10/15

10/16

10/16

10/16

10/17

10/17

10/18

	OSC 207/Other	LIB 122	OSC 207/OCET 104	LIB 122/Cafeteria	OCET 106	OSC 207/Auditorium	LIB 122/OCET 103	Fine Arts Auditorium
8-8:30	(One Stop Center) ALL	8:30 am (OSC) ALL		Students on College				
8:30-9							DE Students (LIB 122)	
9-9:50	Campus Tour (ALL)	Campus Tour (ALL)	Director of IE and Institutional Researcher (OSC 207)					Team Chair Meeting with Chancellor (Chancellor's Office)
10-10:50	Chancellor (OSC 207)	Facilities Manager (LIB 122)	Campus Public Safety Manager (OSC 207)	Library and Tutoring Services (LIB 122)	IT Team OCET 106	Chancellor's Cabinet (OSC 207)		Team Report to College (10:00 am; Fine Arts Aud.) ALL
11-11:50	VC Academic Affairs (OSC 207)	LUNCH (Cafeteria)	VC Admin Services OSC 207	LUNCH	LUNCH (Cafeteria)	Mission Task Force (O	LUNCH (Cafeteria)	
12-12:50	Assessment Committee 12:10-1:00 (BUS 111)	ITAC (LIB 122)	LUNCH (Cafeteria)	VC Student Affairs LIB 122		Public Forum (12:15-1:05 pm; Fine Arts Auditorium) ALL	Student Affairs Leads Mtg. (12:30 pm; OCET 103)	
1-1:50		Curriculum Committee (LIB 122)	DE Faculty (OSC 207)	Program Review Reps LIB 122	Counselor Mtg. (1:30 pm; TBD)			
2-2:50	LiveText Platform (Assessment) (OCET 104)	MYPO meeting (LIB 122)		Chair, and former Chair (2:15 pm; LIB 122)				
3-3:50	College Council Leaders (OSC 207)		Kuali Platform (Curriculum) OCET 104	Safety and Operations Committee (LIB 122)				
4-4:50	Faculty Senate (OSC 207)			Public Forum				
5-5:30				4:30-5:20; Cafeteria) AL				

# QUESTIONS

