

CERTIFICATION OF CONTINUED COMPLIANCE WITH ELIGIBILITY REQUIREMENTS

1. Authority

Mission College's authority to operate as a degree-granting institution is the result of continuous accreditation by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC), an institutional accreditation body recognized by the Commission on Recognition of Postsecondary Accreditation and the U. S. Department of Education (2007-2008 Mission College Catalog, p. 7).

2. Mission

In September 2007, the Board of Trustees (BOT) approved the most recent version of the college's mission statement, which was adopted by the college's Governance and Planning (GAP) Council in June 2007. The mission statement is consistent with the college's legal authority, defines its educational purposes, its intended student population and its commitment to achieving student learning. The mission statement is published in the 2007-2008 College Catalog on page 7 and on the college's web site at http://www.missioncollege.org/gen_info/gen_info.html.

3. Governing Board

The West Valley-Mission Community College District (WVMCCD) is governed by seven members elected at large for terms of four years. The Board also seats two elected student trustees, one from each college. The Board is responsible for the quality and integrity of the institution and for ensuring that the institution's mission is carried out (District Policy 1.6.5). It is an independent policy-making body that reflects the interests of its constituents and the public (District Policies 1.5 and 1.6). The Board has a conflict of interest policy (District Policy 1.6.6). No member of the Board has an employment, family, or personal financial interest in the institution.

4. Chief Executive Officer

The District has a Chief Executive Officer who was appointed by the Board of Trustees (BOT) in 2002. The Chancellor's duties are clearly defined in District Policy 2.3. The College has a president whose role is defined by District Policy 2.1.3: "Authority flows from the Board through the Chancellor to the executive staff and Presidents of the two Colleges. Each President, as college chief executive officer, is responsible for implementation of District policies at the college."

5. Administrative Capacity

District Policies 2.1.1 and 2.1.2 state that “the organizational structure of the District shall reflect a multi-college system of cooperating colleges, each independently accredited, and designed to fulfill the District’s mission. Mission College, West Valley College, and the District Office shall be organized in the most efficient and effective manner to provide comprehensive educational services for the citizens of the District.” Mission College has 19 administrators and managers, who are selected and evaluated per Board policy (District Policy 2.17) and District procedures (Classified and Administrative Recruitment and Selection Procedures, 2006).

6. Operational Status

As of Fall 2007, Mission College has over 9,200 students who are enrolled with the intent of transferring to four-year institutions, completing degree and certificate programs, acquiring basic skills and English as a second language, and engaging in life-long learning through both credit courses and community education (IS Enrollment update, 10-26-07).

7. Degrees

Mission College offers 36 associate degrees and 78 certificates in both collegiate and occupational areas. Over 20 occupational programs are provided. All AA/AS degree programs and certificate programs are identified in the college Catalog, which describes each program, student learning outcomes, career options, if applicable, and specific requirements (2007-2008 Mission College Catalog).

8. Educational Programs

Mission College’s programs are consistent with its mission, based on recognized fields of study, and are of sufficient content and length. Quality and rigor are maintained through clearly defined curriculum review and approval processes as well as through contractually defined evaluation processes for all full- and part-time faculty (Curriculum Review Committee Handbook; ACE Contract).

9. Academic Credit

Mission College awards academic credit based on generally accepted practices in degree-granting institutions of higher education and adheres to Title 5 regulations regarding the awarding of academic credit. Academic standards are described in the Catalog and in District Policy 4.0, Educational Services (2007-2008 Mission College Catalog).

10. Student Learning Achievement

The college Catalog includes a statement for each program that describes the learning outcomes for students (2007-2008 Mission College Catalog).

11. General Education

The college Catalog clearly identifies the General Education (GE) requirements for the Associate Degree. General Education requirements fall into five areas: Language and Rationality, Natural Sciences, Humanities, Social and Behavioral Sciences, and Lifelong Learning. Students must fulfill either a General Studies AA major or other specialized major. In addition, students must meet basic competency requirements in reading, writing, oral communication, mathematics, and information competency (2007-2008 Mission College Catalog). The college's GE requirements were reviewed by the Academic Senate most recently in Spring 2007 (Academic Senate minutes, May 2007).

12. Academic Freedom

Mission College adheres to and promotes the principles of academic freedom. District Policy 4.8, revised in 2003, clearly describes the District's commitment to academic freedom as it applies to administrators and students, as well as faculty: "Academic freedom in the pursuit and dissemination of knowledge through all media shall be maintained at the District. Such freedom shall be recognized as a right of all members of the faculty, whether of tenure or non-tenure rank, of all administrative officers, and of all students." Board policy is based on the California State University (CSU) system's statement on Academic Freedom. The CSU statement on Academic Freedom is, in turn, substantially based on the 1940 AAUP Statement of Principles of Academic Freedom and Tenure, while their statement on Professional Ethics is an exact transcription of the 1966 AAUP Statement on Professional Ethics.

13. Faculty

Mission College has 163 full-time and 264 part-time faculty (2007-2008 Position Control file). All meet the minimum qualifications for their disciplines. Equivalency is determined as necessary by a District committee of faculty and administration who follow state and local guidelines for minimum qualifications. Faculty responsibilities are described in the contract established between the District and the Association of College Educators (ACE) (ACE Contract). Both full-time and adjunct faculty are listed in the Catalog. Full-time faculty listings include their degrees and first year of employment (2007-2008 Mission College Catalog).

14. Student Services

Mission College is committed to student success and understands the importance of support services in assisting students to achieve their goals. The college provides an extensive network of support services that are aligned with the needs of the student populations the college serves and that reflect its mission statement and core values (2007-2008 Mission College Catalog).

15. Admissions

The college's admissions policies are consistent with its mission and follow state law and District policies. Admission requirements are clearly stated for students in the college Catalog and in the schedule of classes (2007-2008 Mission College Catalog, pp. 171-72; Fall 2007 Schedule of Classes, pp. 5-9).

16. Information and Learning Resources

Mission College provides face-to-face and on-line access to information and learning resources and services to support the college's mission and its instructional programs and student support services (2007-2008 Mission College Catalog, pp. 181-85; Summer/Fall 2007 Schedule of Classes, pp. 130-31, District Policies 5.0).

17. Financial Resources

The West Valley-Mission Community College District (WVMCCD) develops an annual budget that reflects Board priorities and serves to support the college's institutional mission, goals, programs and services. The college has developed participatory processes to prioritize needs and allocate resources (WVMCCD Final Budget, 2007-2008; College Budget Advisory Committee Budget Allocation Model, 2007).

18. Financial Accountability

The WVMCCD undergoes annual audits conducted by an independent, outside auditor. The audit is conducted according to Governmental Accounting Standards Board Statements Number 34 and 35.

19. Institutional Planning and Evaluation

Mission College has instituted systematic planning and evaluation at a number of levels, including curriculum, technology, budget, facilities, student learning outcomes, student equity, programs and services, and staffing. The college has adopted mechanisms for evaluating a number of aspects of institutional effectiveness, including accreditation standards and Accountability Reporting for the California Community Colleges (ARCC) criteria. The college is engaged in a continuous process of identifying and implementing evaluation criteria for the purposes of improving institutional effectiveness and student learning (2007 Educational Master Plan; Technology Plan; College Budget Advisory Committee (CBAC) Budget Allocation Model; 2007-2008 Facilities Master Plan process and schedule; Student Equity Plan).

20. Public Information

The college produces an annual Catalog that provides current information about its mission, philosophy, admission and registration requirements and procedures, academic and occupational programs, student services, degree and certificate requirements, courses, fees, academic regulations and standards, academic calendar, discrimination policies, grievance procedures, and academic credentials of faculty and administrators. Essential contact information (address, telephone numbers, web site) is provided. Governing board members are listed. The Schedule of Classes, published twice a year (summer/fall and winter/spring) also includes much of this information, as does the web site (2007-2008 Mission College Catalog; Summer/Fall 2007 Schedule of Classes; www.missioncollege.org).

21. Relations with the Accrediting Commission

District Policy 1.4.2 states: “The District’s Colleges adhere to the eligibility requirements, accreditation standards, and policies and procedures of the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges. The Colleges are committed to presenting themselves in a uniform manner to all their accrediting agencies, to communicating any changes in accredited status, and to disclosing information required by accrediting agencies in carrying out their accrediting responsibilities.” Mission College adheres to this policy (Midterm and Progress Reports; 2007 Self Study).