
ORGANIZATION OF THE SELF EVALUATION PROCESS

Los Angeles Mission College began the work on its Self Evaluation Report in July 2014 by appointing two Self Evaluation co-chairs and by establishing an Accreditation Steering Committee (ASC) composed of faculty, staff, administrators, and the President of the Associated Students Organization. The Accreditation Steering Committee is co-chaired by a faculty member and the Accreditation Liaison Officer (ALO). Between the period of July 2014 through May 2015, the Vice President of Administrative Services served as the Accreditation Liaison Officer. Starting in June 2015, the Vice President of Academic Affairs took over the responsibilities of serving as the ALO.

Beginning in summer 2014 and throughout 2015, the Accreditation Steering Committee identified co-chairs and members from each standard and convened weekly and bi-weekly meetings. Some standard teams began meeting during the summer of 2014. Additional members joined the standard teams in fall 2014. Standard teams and Accreditation co-chairs continued to meet, conduct research, collect evidence, and complete their assignments throughout 2014-2015. Drafts of each standard were reviewed by the Accreditation Steering Committee as they were submitted and posted on the Accreditation SharePoint website. In addition, evidence supporting each standard was gathered and posted on the website.

During the fall 2015 semester, the ASC co-chairs gave presentations that highlighted information from each of the standards. The final drafts of the Self Evaluation Report were distributed and reviewed by faculty, staff and administrators. In addition, the opportunity to review the final draft of the Report for accuracy and evidence review was made available to the campus community, and minor changes were recommended and incorporated.

The Los Angeles Community College District Vice Chancellor of Institutional Effectiveness coordinated several meetings of all of the nine Colleges in the District to assist with the self-evaluation process. The District also assisted with providing responses for most of Standard IV.

To keep the campus community informed about the status of the Self-Evaluation process, the Accreditation Steering Committee made monthly reports to the Council of Instruction, Educational Planning Committee, Academic Senate, and College Council. Information was also disseminated through the weekly College newsletter and a dedicated bulletin board on the main campus.

On December 3, 2015 the Academic Senate and the College Council approved the Self Evaluation Report. The College presented its Report to the Board of Trustees' Institutional Effectiveness Committee, and the Board approved the Self Evaluation Report on December 9, 2015.