



# Reaccreditation <sup>2009</sup>



Dear Colleagues,

I am proud to announce that Danville Area Community College has officially begun preparations for the 2009 Self-Study. As you know, the self-study is an important process in higher education as it reaffirms our mission and purpose to not only an accredi-

tation body like the Higher Learning Commission, it also reinforces our utility and effectiveness to all of the stakeholders of the college community. This newsletter will serve as a communication portal to all of these stakeholders and will educate and inform everyone on the self-study process.

Illinois is located in the region governed by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools. HLC's mission is "to serve the common good by assuring and advancing the quality of higher learning." Like DACC, the Higher Learning Commission is guided by a set of Core Values. HLC's core values are Quality, Integrity, Innovation, Diversity, Inclusiveness, Service, Collaboration and Learning.

Being mindful of these guiding principles, DACC will pursue continued accreditation status by participating in a five-step evaluation process known as the Program to Evaluate and Advance Quality (PEAQ).

The five steps will involve the following:

1. A self-study process will be conducted over a two-year period and will culminate with a report that details our findings in accordance with HLC guidelines. We embarked on this process in August of this year by identifying the self-study coordinator, the self-study editor, committee chairs, and steering committee. The self-study report will be completed during the fall of 2008.

2. In 2008-2009, the HLC will send a team of peer evaluators to DACC to conduct a comprehensive visit and write a report containing the team's recommendations. The specific dates of this visit have yet to be established.
3. Once the visit is complete and the report by the evaluators is submitted to the HLC, a Reader's Panel/Committee formed by the HLC will review the report.
4. A 26-member Institutional Actions Council (IAC) will review our evaluation and make the final accrediting decision.
5. The Commission's Board of Trustees will validate the work of the IAC. This action will finalize the decision on our accreditation status.

Please know that we will follow up on the findings of the self-study, the site visit team and the accrediting commission so that the College will take full advantage of the process.

## **Why does DACC have to go through a re-accreditation process?**

- Accreditation serves the purpose of providing assurance to the public, specifically our prospective students, that Danville Area Community College has met certain requirements to function as a comprehensive community college.
- Accreditation serves as a model or framework by which the college, through a thorough review process, determines how appropriate and effective its current practices, purposes and overall mission align with its strategic priorities of the present and the future.

- Accreditation acts as a mechanism for the college to look "inward" at the systemic roles and functions that impact student learning.
- Accreditation reaffirms what is right about the college as it works to meet the ever-changing needs of the community for which it serves.

Danville Area Community College has assembled a qualified and dedicated team of self-study leaders. The team has been working diligently to gain a knowledge base for what is needed to create a successful self-study report and HLC comprehensive visit. I look forward to the continued work on this initiative. It will be an exciting and informative experience, and I encourage everyone to play an active role in this important academic initiative.

Sincerely,



Alice Marie Jacobs, President  
Danville Area Community College



Danville Area Community College has laid pursuit for 10 more years of accreditation under the Higher Learning Commission of the North Central Association. This journey began in August 2006 with the selection of the Steering Committee and Criterion Chairs and continues with the ongoing research and

discovery process. Many of the members of the steering committee had the opportunity to attend the 2006 Higher Learning Commission Annual Meeting in Chicago and will participate in the Accreditation Training sessions again in April 2007 in order to better understand the new criteria, the predominate themes of re-accreditation and more importantly how to incorporate outcome assessment data into the self-study process.

For the 2009 Self Study, committees have been created by each respective criterion chair with special emphasis placed on broad representation and participation of all employee groups of the college. Four additional non-criterion committees were also established to help other important facets of the self-study. These include: communications, operational indicators/research, 1999 follow-up, and change requests. All of the self-study committees have done an excellent job in meeting since the fall kick off event and are steadily beginning to identify and evaluate all of their reporting requirements.

As a way to keep the lines of information open throughout the entire self-study initiative and more importantly during this crucial information seeking and discovery phase, the steering committee will continue to make presentations at each faculty/staff in-service. In January 2007, the first day of the training will be dedicated to learning more about the important role assessment plays in the re-accreditation process. Break-out sessions, along with general information on outcomes assessments, will be presented.

In closing, we are very fortunate to have campus-wide interest and support for the Self-Study, and we intend to continue to build on the early success of this initiative and continue to involve more of our DACC community in the future.

Thank you for all your support and hard work.

*Randy Fletcher*  
Self-Study Coordinator

# Self-Study FAQs

## WHAT and WHY?

***What is the NCA self-study and why is it important to the College?***

The self-study is a process of comprehensive, institution-wide self-examination that evaluates what the College learned and proposes what it intends to do with the knowledge. It is the College's charge that we satisfy the criteria for accreditation and, thus, is a formal application to the Higher Learning Commission for reaccreditation.

***What does NCA – HLC stand for?***

The Higher Learning Commission (HLC) is part of the North Central Association of Colleges and Schools (NCA). The NCA is one of six regional institutional accreditation agencies in the United States. It was founded in 1895. The North Central region includes **Arkansas, Arizona, Colorado, Iowa, Illinois, Indiana, Kansas, Michigan, Minnesota, Missouri, North Dakota, Nebraska, Ohio, Oklahoma, New Mexico, South Dakota, Wisconsin, West Virginia, and Wyoming.** The NCA – HLC is recognized by the U.S. Department of Education and the Council on Higher Education Accreditation (CHEA).

***What is the final product?***

DACC will complete an extensive report and submit it to the HLC upon its accreditation visit to the campus.

## WHO and HOW?

***Who are the members of the NCA Steering Committee and what is their role in the self-study process?***

The members of the Steering Committee are leaders chosen by the College Leadership Team for their expertise, leadership, process management and strong team skills. They advise the Self-Study Coordinator in reference to the self-study process. Most of them are Chairs of one of the nine Criterion/Section Teams.

***Who are the leaders for each criterion and how were the Criteria Leadership Groups formed?***

The Criterion/Section Team Chairs were chosen from the Steering Committee or nominated by the College Leadership Team. The teams consist of one co-chair and 7-10 members, who are given the charge to define, discover, demonstrate, and

develop the accreditation criteria as they are realized at DACC. They are creating the various parts of the self-study document.

## WHEN?

***How often does DACC participate in a Self-Study?***

Every 10 years. The last Self-Study was conducted in 1999 when DACC received the maximum 10-year NCA accreditation.

***What are the dates of the current study?***

The DACC Self-Study Steering Committee launched its efforts in August 2006, and a final accreditation visit by the HLC is scheduled for Spring 2009.

## WHERE?

***Where can I find more information about DACC's Self-Study?***

Log onto [www.dacc.edu/selfstudy](http://www.dacc.edu/selfstudy)

### Reaccreditation Self Study 2009 Danville Area Community College

#### Website

[www.dacc.edu/selfstudy](http://www.dacc.edu/selfstudy)

#### Newsletter Team

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# Goals

1. Review and reaffirm our college's vision, mission, and strategic initiatives;
2. Evaluate our effectiveness in meeting our missions and goals at every level (institutional, program, department, classroom, service);
3. Use data and relevant information to analyze strengths, weaknesses, opportunities, and challenges in each of the five criteria specified by the Higher Learning Commission;
4. Summarize our overall strengths and weaknesses, and suggest paths for improvement;
5. Build sustainable systems that will continue to provide useful organizational learning opportunities;
6. Integrate these systems and results with existing planning, budgeting, assessment, and institutional effectiveness systems;
7. Invite and involve the entire college community at every stage of the process as a venue to provide organizational learning.

# Organization

## Higher Learning Commission Criteria for Accreditation and Co-chairs

### CRITERION ONE

#### MISSION AND INTEGRITY

Dr. Penny McConnell ~ Alan Thompson

### CRITERION TWO

#### PREPARING FOR THE FUTURE

Janet Redenbaugh ~ Debbie Knight

### CRITERION THREE

#### STUDENT LEARNING AND EFFECTIVE TEACHING

Jane Brown ~ Brian Fink

### CRITERION FOUR

#### ACQUISITION, DISCOVERY, AND APPLICATION OF KNOWLEDGE

Al Bello ~ Carla Boyd

### CRITERION FIVE

#### ENGAGEMENT AND SERVICE

Dr. Wendy Brown ~ Bruce Rape

### OPERATIONAL INDICATORS

Dr. Eric Simonson ~ Becky Schlecht

### FOLLOW UP

Nancy Boesdorfer ~ Gail Morrison

### REQUEST FOR INSTITUTIONAL CHANGE

Dr. Belinda Dalton-Russell ~ Ryan Wyckoff

### COMMUNICATION AND RESOURCES TEAM

Maggie Hoover ~ Dr. Ruth Lindemann

# Timeline

Semester	Tasks
Fall 2006	<ul style="list-style-type: none"> <li>Chair &amp; Steering Committee Orientation</li> <li>Set date of Evaluation Visit</li> </ul>
Spring 2007	<ul style="list-style-type: none"> <li>Prepare Formal Plan</li> <li>Decide on Resource Room</li> <li>Attend HLC Annual Meeting</li> <li>Review Other Self-Study Reports (Henry Ford CC, MI and Rich Mountain, AR)</li> <li>Assemble Website</li> <li>Prepare detailed Table of Contents</li> <li>Establish Guidelines, Policies, and Procedures</li> <li>Prepare Template/Manual for Criterion Chapters</li> <li>Decide on what types of other information needed (Surveys, IPEDS analyses, indirect measures, etc.)</li> </ul>
Summer 2007	<ul style="list-style-type: none"> <li>Prepare Subcommittee Briefings</li> <li>Analyze Progress</li> </ul>
Fall 2007	<ul style="list-style-type: none"> <li>Committee Work</li> <li>Begin to Gather and Analyze Data</li> <li>Document Findings and Identify Deficiencies</li> <li>Committees clearly understand Design/Format of Report</li> <li>Discuss Visiting Team Composition/Respond to Commission solicitation</li> <li>Draft Introduction and Response to Previous Concerns</li> <li>Decide on nature and scope of change request and contact HLC</li> </ul>
Spring 2008	<ul style="list-style-type: none"> <li>Submit, Revise, and Edit Subcommittee Drafts</li> <li>Attend HLC Annual Meeting</li> <li>Monitor Progress</li> <li>Respond to evaluation team selection</li> </ul>
Summer 2008	<ul style="list-style-type: none"> <li>Identify Areas of Strength and Concern</li> <li>Continued committee work</li> <li>Draft Complete Report</li> </ul>
Fall 2008	<ul style="list-style-type: none"> <li>Edit/Revise Complete Report (using EOT Fall 2008 enrollment and FY 2008 financial data)</li> <li>Copy and Distribute Final Report (end of fall or early spring)</li> <li>Solicit Third Party Comment (to HLC)</li> <li>Prepare Resource Room</li> <li>Finalize Visiting Team Logistics</li> </ul>
Spring 2009	<ul style="list-style-type: none"> <li>Visiting Team, Dates to TBA</li> <li>Celebrate</li> <li>Follow-up Duties</li> </ul>