

On Flex Day, August 16, the substandard groups met from 1-4 p.m. in the Cafeteria to review and revise the most recent version of the accreditation self study draft. They were given specific instructions to make corrections to "facts" that may have been stated incorrectly and to add information that they felt was missing relative to each substandard. Then each substandard group read their document line by line, discussed the contents, and made corrections where they believed necessary. At the end of the session, the corrections were collected and will be added to the next self study draft revision.

On Duty Day, August 17, a similar procedure was followed; however, the group composition was changed. Faculty were divided by their six instructional areas (Social sciences/public administration; Arts & Letters; Non-teaching Faculty; Science, Math & Health; AG, BUS, CIS & CWEE and Allied Health) rather than by substandard groups. Each instructional area reviewed and revised the draft for a substandard that they had not previously seen from 10-12 noon, following the same instructions they were given on Flex Day. In the afternoon from 1-4 p.m., each instructional area reviewed and revised the draft of another substandard that they had not previously seen. This procedure was used to maximize the number of participants in the revision process. At the end of Duty Day, corrections were collected and will be added to the next self study draft revision.

The ACCJC has revised its policy and procedures for the evaluation of institutions in multi-college districts. West Hills College Coalinga is required as part of its self study to specify whether the primary responsibility for all or parts of a specific function is at the college or the district level and to provide a description of the delineation of functions of the district and the college. This is accomplished through an organizational "map" that must accomplish the following: define the major functions of the college and the district office, account for every major function regardless of whether it is the responsibility of the college or district, address all standards, make clear how the information it provides relates to the standards, be factual, provide sufficient information about each function, reflect consultation between the college and the district, include lateral relationships with other institutions in the district, and discussion of how the district's functions and decisions affect the college's ability to meet the standards. The District Office administrators have been busy during the month of August providing the College with District information to include in the Coalinga self study report.

The Director of Institutional Planning, Effectiveness and Web Services has provided the first research documents to be included in the self study report. They include enrollment, ethnic and gender trends from 2001-2004 for Coalinga and North District Center.