

**SAN DIEGO MESA COLLEGE
ACCREDITATION SELF STUDY**

**CERTIFICATION OF CONTINUED COMPLIANCE WITH ELIGIBILITY
REQUIREMENTS FOR ACCREDITATION**

1. Authority

San Diego Mesa College is authorized by the state of California to operate as a public community college. As such, the college is authorized under Title 5 of the Administrative Code to offer Associate in Arts and Associate in Science degrees, Certificates of Proficiency, and Certificates of Completion.

2. Mission

The College has a mission statement, appropriate for a public California community college, that clearly defines the College's primary purposes and describes the institutional commitment to achieving student learning. The mission statement is adopted by the San Diego Community College District Board of Trustees and published in the catalog and other publications.

3. Governing Board

Mesa College is governed by the Board of Trustees for the San Diego Community College District. The board is responsible for the quality and integrity of the institution, for ensuring that the institution's mission is carried out, and for ensuring that the institution's financial resources are directed toward a sound educational program. The board, composed of five members elected to represent specific areas of San Diego, is sufficient in size and composition to fulfill its responsibilities. As a body charged with independent policy-making, it is capable of reflecting the interests of the public and constituents in its decisions. Board members do not have employment, family, ownership, or personal financial interests in the institution. The Board adheres to a conflict of interest policy that ensures that their impartiality in all their deliberations and decisions.

4. Chief Executive Officer

Mesa College's chief executive officer is Dr. Constance M. Carroll. The chief executive officer is appointed to her role as President by the Board and her primary responsibility is to the institution. The Board delegates to the President the authority to administer Board policies for the College. Neither the College President nor the District Chancellor serve as chair of the Board. President Carroll will assume the role of Chancellor for the San Diego Community College District on July 1, 2004. An interim president will be appointed for the 2004-2005 academic year during which time a search for a new permanent president will be undertaken.

5. Administrative Capacity

Mesa College is staffed by a sufficient number of administrators to provide the services necessary to support the College's mission and purposes. Administrators are selected competitively and all possess the appropriate preparation and experience to fulfill their roles.

6. Operational Status

The College is in full and continuous operation. Students are actively pursuing the degree programs offered by the institution.

7. Degrees

The majority of Mesa's course offerings lead to Associate degrees and the College routinely scrutinizes course offerings to assure that they meet degree and program objectives. Students' educational goals and their progress toward them are monitored and provide evidence that a significant proportion of student enrollments are in courses leading to degree offerings.

8. Educational Programs

Mesa College offers a large number of Associate degrees and certificates that are consistent with the College's mission. All programs are developed based on needs assessments and recommendations from discipline experts; input from industry advisory committees and transfer institutions is utilized in program development. Degree and certificate requirements are consistent with Title 5 in their extent, depth, rigor and intensity. Students completing degrees and certificates are required to demonstrate outcomes. Degree programs require a minimum of 60 credit units and are two years in length.

9. Academic Credit

Academic credit for coursework is awarded in accordance with Subchapter 9, Standards of Scholarship, of Title 5 of the California Code of Regulations.

10. Student Learning and Achievement

The Mesa College Catalog, published and updated annually, defines the requirements for every degree and certificate offered by the College. The listings include prerequisites, course numbers, names, and units, as well as descriptive program information. Longitudinal student achievement data is tracked and published in an Annual Fact Book

available on the Research department website. Program Review requires an assessment of students' achievement of outcomes.

11. General Education

All Associate degrees offered by Mesa College require a general education component. General education requirements are defined by SDCCD Policy 1.5.3, which is consistent with Title 5 general education policy (Section 55806) for California community colleges and is consistent with levels of quality and rigor appropriate to higher education. The College's general education requirements are designed to ensure breadth of knowledge and promote intellectual inquiry. They include demonstrated competence in writing and computational skills and an introduction to some of the major areas of knowledge. The College's general education outcomes are defined by district policy that requires that students take courses in the major areas of knowledge and that the curriculum include overarching principles consistent with general education.

12. Academic Freedom

Appendix II of the District-AFT Guild Agreement contains a statement describing faculty ethical behavior and academic freedom. The statement specifies that faculty and students are free to examine and test all knowledge appropriate to their discipline or major area of study. Mesa College supports and sustains a culture that protects intellectual freedom and independence.

13. Faculty

Mesa College has a core of well qualified and experienced fulltime faculty to support the College's educational programs. Hirings planned for 2004-05 will increase the number of fulltime faculty. The faculty union contract specifies clearly the responsibilities of a faculty member. Included in both the contract and the faculty evaluation procedures are the responsibility for program and curriculum development and for assessment of student learning.

14. Student Services

Mesa College provides a wide range of student services and support services to meet the needs of all of its students. The services are consistent with the size of the institution, the characteristics of the student population, and the mission of the institution. Student services are organized to best support and encourage learning and student development. Data on student success is reviewed routinely and services are modified as indicated.

15. Admissions

Mesa College has adopted and strictly follows admissions policies that are consistent with the community college mission and Title 5 requirements. The policies are printed in

the Catalog and class schedules and specify what qualifications are necessary for admission to the institution.

16. Information and Learning Resources

A wide range of information and learning resources are provided to support the College's mission and educational programs. The Learning Resource Center owns or licenses a large inventory of print, non-print, and web-accessible materials. Students may access library database resources through the web, whether on or off campus. All instructional programs, including online, may access these resources. Resources are also available through various tutorial services and dedicated campus computer labs.

17. Financial Resources

The College has sufficient financial resources to support student learning programs and services and to improve institutional effectiveness. Planning takes place at both the College and the District level and is evaluated and modified as changes require. Financial resources support the mission and provide financial stability.

18. Financial Accountability

As required by law, Mesa College undergoes regular financial audits in concert with the rest of the San Diego Community College District. The audits are conducted by external auditors who are certified public accountants and have no other relationship to the district or college.

19. Institutional Planning and Evaluation

Mesa College has a participatory governance structure that is described in a written document; included is a description of the College's planning processes, short-term and long-term goals, and the roles and responsibilities of governance groups and committees. Explicit mention is given in the document to planning for academic personnel, learning resources, facilities, financial development, program review, and institutional improvement. Annually, at a retreat of the President's Cabinet, the governance body that includes membership of all groups, the institution's planning and goals are assessed and new goals set for the upcoming year.

Mesa College's institutional effectiveness is regularly evaluated and tracked through a series of point of service surveys soliciting student feedback and through the collection and analysis of data on student demographics, success, persistence, degrees, certificates, and transfer. The data is incorporated into the College's planning processes, including program review. The institutional effectiveness data and longitudinal student outcomes data is published on the District research website accessible to the public.

Mesa College is committed to student learning outcomes and their assessment. To date, the College community has focused on understanding and defining how student learning

outcomes and assessment should be implemented at Mesa College. A statement defining SLOs for the associate degree has been adopted through the college's participatory governance processes. Work is underway on the assessment of SLOs at the course and program level. Student Services programs have launched student success programs with longitudinal tracking to assess the effectiveness of the programs.

20. Public Information

Mesa College publishes its catalog annually. The catalog is published in printed form, but is also available in electronic format on the college's website. Included in the catalog are the college's mission and goals, academic calendar, admission requirements and procedures, policies, rules and regulations directly affecting students, descriptions of courses, programs, and degrees, degree and certificate requirements, cost and refund policies, financial aid, statement of nondiscrimination, sexual harassment policy, complaint and grievance procedures, names of board members, academic credentials of faculty and administrators, and attendance and withdrawal policies. Much of this information is also published in the class schedules and in the student handbook.

21. Relations with the Accrediting Commission

The Board of Trustees affirms that Mesa College adheres strictly to the eligibility requirements, accreditation standards and policies of the Commission, describes itself in identical terms to all of its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. Moreover, the college will comply with Commission requests, directives, decisions and policies, and will make complete, accurate and honest disclosures in all communications.

Dr. Constance M. Carroll
President, San Diego Mesa College

Date

Marty Block
President, Board of Trustees
San Diego County Community College District

Date