

Institutional Effectiveness Newsletter



SACSCOC Reaffirmation – Road to Success

As Spring Semester 2011 is fully underway, the time continues to draw near for our institution's submission of its Compliance Certification — required as part of our reaffirmation for accreditation through the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

SACSCOC is one of six regional accrediting associations in the United States. It is an accrediting body for 11 Southern states (Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas and Virginia).

According to SACSCOC, accreditation signifies that "the institution has a mission appropriate to higher education; has resources, programs, and services sufficient to accomplish and sustain that mission; and maintains clearly specified educational objectives that are consistent with its mission and appropriate to the degrees it offers, and that indicate whether it is



successful in achieving its stated objectives." *The Principles of Accreditation: Foundations for Quality Enhancement* (2008 edition)

Reaffirmation is based on the *Principles of Accreditation*— Core Requirements (12) Comprehensive Standards (58) and Federal Requirements (7). The process involves two major initiatives. Part I addresses the Compliance Certification — audit that includes assessment of all programs and courses offered by the institution on-campus and off-campus, as well as through distance learning. Part II addresses the Quality Enhancement Plan (QEP) — a 5-year plan addressing a student learning issue. The topic chosen by the College is *Learning through Engagement: Service-Learning*.

Under the leadership of Dr. George Dupuy, Chair of the Reaffirmation effort, a cross-section of faculty and staff have been engaged in contributing and reviewing information pertinent to the narratives to ensure that data and content is accurate and representative.

By late February, all Compliance Certification materials will be finalized and uploaded onto a hyperlinked, stand-alone website that will be downloaded onto a DVD for SACSCOC off-site review that will occur in mid-May 2011.

As work is being completed on the self-study report, the QEP Committee is fully underway in drafting the first sections of the plan based on faculty, staff and student input. The goal is to have a working draft completed by May 1, 2011, utilizing the summer months to finalize the content. The QEP will be ready for submission on September 1, 2011. The SACSCOC on-site review team will be on campus between October 19-21, 2011.

SACSCOC Online

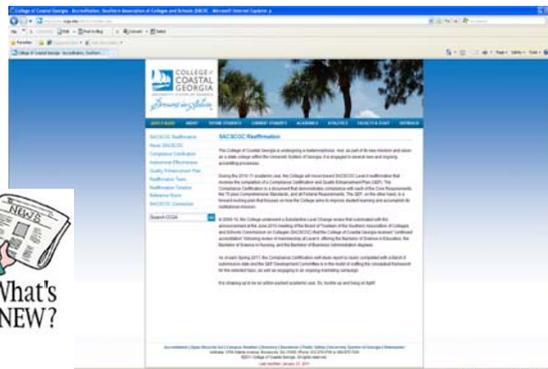
The Office of Institutional Effectiveness, in conjunction with the College's webmaster, created a SACSCOC web presence that can be accessed both via the Internet and Intranet — see URLs below.

INTERNET

www.ccga.edu/sacscoc

INTRANET

<https://aspl.ccga.edu/is/index.asp>



If you have any questions or need clarification regarding SACSCOC-related information, please contact Dr. Jim Hughes Lynch at x65713.

Accreditation Count Down!

Compliance Certification Due

March 15, 2011

Off-Site Review

May 10-13, 2011

QEP Due

September 1, 2011

On-Site review

October 19-21, 2011

Institutional Effectiveness

To learn more about the College's institutional effectiveness approach, please [click here](#).

SACSCOC Thought

Our reaffirmation of accreditation presents the College of Coastal Georgia with an opportunity to learn more about ourselves and to represent ourselves more fully to our peers, faculty, staff, students, and the people of southeast Georgia.



What Should You Know and Do for SACSCOC?

What every **staff member** needs to know and do for SACSCOC...

- SACSCOC is not just something that happens every 10 (or 5) years – the assessment and revision processes necessary for SACSCOC should be a part of our institutional culture to make us a better institution.
- No regional accreditation means that our students would not qualify for Federal financial aid. Thus, SACSCOC requirements on curriculum and operation of the university have huge implications on our institution.
- Become familiar with the scope of the approved quality enhancement plan (QEP), and the specifics on how the QEP programs and goals impact your job, program, etc.

What every **faculty member** needs to know and do for SACSCOC...

- Submit course syllabi for every course and section every semester, every year.
- Submit and maintain up-to-date CV (each semester/year).
- Submit official academic transcripts.
- Integrate curriculum revisions with student learning outcomes.
- How the quality enhancement plan (QEP) affects you, your teaching, your classes, etc.

What every **academic administrative assistant** needs to know and do for SACSCOC...

- Help enforce timelines and process for the submission of SACSCOC-related documentation.
- Verify syllabi for correct semester, section, and accurate course description.
- Maintain all accreditation documentation files.

What every **dean** needs to know and do for SACSCOC...

- Processes related to substantive change (when, how, who).
- Interpret and educate SACSCOC criteria for school/college.
- Advocate for and enforce policies and process that result in institutional improvement.
- Transmit all information related to reaffirmation in a timely manner.
- Hold department heads accountable for institutional/programmatic effectiveness.
- How the quality enhancement plan (QEP) affects the school/college.

What every **non-academic unit director/coordinator, etc.** needs to know and do for SACSCOC...

- Ensure that all printed and web material matches the official documentation.
- Facilitate regular discussions with all staff about departmental goals/outcomes and their assessment.
- Coordinate, collect and enter yearly data on departmental outcomes.
- Incorporate departmental improvements based on institutional effectiveness data.

What every **non-academic unit administrative assistant** needs to know and do for SACSCOC...

- Help enforce timelines and process for the submission of SACSCOC-related documentation.

What is a QEP?

- Quadratic eigenvalue problems
- Quality enhancement process
- Quality enhancement plan
- Query execution plan



At the heart of SACSCOC is the concept of institutional effectiveness that involves a process of planning, evaluation, assessment and use of results



When was the College last reaffirmed?

1999

2001

2005

SOURCE: University of Tennessee, Chattanooga, **SACS Facts**, July/August 2010. *Let's Talk about SACS (what every UTC employee needs to know about SACS)*