

## **Accreditation Coordinating Council (ACC)**

**Effective 8/1/2022**

### **Mission:**

1. Build a University-wide community of practice to facilitate engagement with the WSCUC Senior College and University Commission (WSCUC) accreditation process so Southern California University of Health Sciences (SCU) may continually improve its educational effectiveness.
2. Facilitate a robust, internal academic program review process to support continual improvement and achievement in SCU's programs, thereby meeting University goals and strengthening preparation for programmatic (where applicable) and institutional accreditation.
3. Serve as a resource for designated programmatic accreditation leads (typically the Program Directors and Deans); help the University maintain high-level awareness of the standards for programmatic and institutional accreditation.
4. Identify opportunities for SCU to meet accreditation standards more effectively.

### **Membership:**

1. Council Lead: SCU's WSCUC Accreditation Liaison Officer (ALO)
2. Staff Liaison: Project Manager: Accreditation and Academic Administration
3. Program Review Lead: Director of Assessment
4. Program Liaisons: Each program will designate at least one liaison annually beginning September 1.
  - a. The Accelerated Sciences Division is exempt from appointing a liaison but may do so at the discretion of its director.
  - b. Foundational Health Sciences and Interprofessional Education may provide a liaison at the discretion of their directors but will provide representatives for academic program review and when otherwise needed.

### **Duties of Staff Liaison:**

1. Convene the Council on a regular basis.
2. Serve as subject matter expert on WSCUC processes, Standards, and CFRs.
3. Prepare reports and presentations on behalf of the Accreditation Coordinating Council for the Provost Council, Academic Council, Faculty Senate, Staff Senate, President's Cabinet, and Board of Regents as requested.

### **Duties of Program Review Lead:**

1. Administratively facilitate internal academic program review cycles, coordinating this with program accreditation cycles.
2. Lead the Accreditation Coordinating Council in review and support of the program review cycle.
3. Prepare and support annual reporting of program review outcomes to all appropriate parties, including supporting completion of the annual CIRCLE (Continuous Improvement Review/Closing the Loop Evaluation) report.
4. Store and maintain associated program review records.

### **Duties of Program Liaisons:**

1. Develop appropriate expertise in WSCUC accreditation processes, standards, and CFRs to support accreditation efforts, activities, and collaboration across the University (including in home programs); help build institutional knowledge and capacity behind WSCUC accreditation processes.
2. Champion the importance, value, and knowledge of accreditation within their department or program.
3. Serve as subject matter expert on programmatic accreditation standards and processes to the Council.
4. Lead and/or support (as appropriate) programmatic accreditation efforts within their program or department as a resource to program accreditation leads.

**Committee Duties:**

1. Facilitate and support SCU's internal academic program review process.
2. Convene committees and working groups to prepare for, support, and/or respond to institutional accreditation matters.
3. Review and implement policies and procedures related to institutional accreditation (as indicated by the ACC assessment process) to facilitate effective continued and new accreditation.
4. Ensure that each accredited program has a designated lead for managing programmatic accreditation.
5. Advise faculty, program administration, and other University constituents on accrediting actions in which they will participate.
6. Share best practices to improve institutional knowledge of accreditation practices.

**Committee Member Benefits:**

1. The University will support committee members' accreditation-related professional development opportunities as funding permits.
2. As determined by the Program Director, Dean, and/or Faculty Senate, faculty members may receive credit for participating in the Council.
3. Committee members will develop knowledge and experience in accreditation processes.