



# Accreditation Follow-Up Report

Submitted on April 22, 2014

By:

**Evergreen Valley College**

3095 Yerba Buena Road

San José, CA 95135

To:

Accrediting Commission for Community and Junior Colleges

Western Association of Schools and Colleges

10 Commercial Boulevard, Suite 204

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## Certification of the Institutional Follow-up Report

Date: April 22, 2014

To: Accrediting Commission for the Community and Junior Colleges,  
Western Association of Schools and Colleges

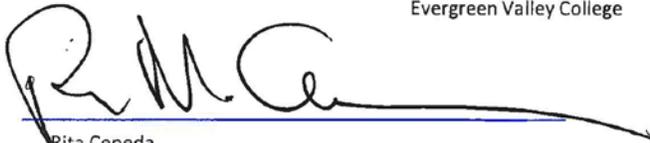
From: Evergreen Valley College  
3095 Yerba Buena Road  
San Jose, CA 95135

This Institutional Follow-Up Report is submitted for the purpose of assisting in the determination of the institution's accreditation status.

We certify there was broad participation by the campus community, and we believe this report accurately reflects the nature and substance of this institution.



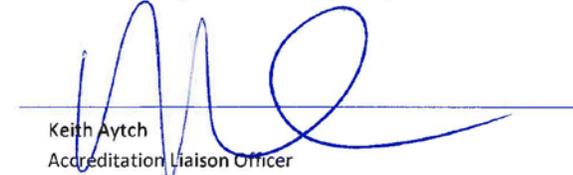
Henry C. V. Yong  
President  
Evergreen Valley College



Rita Cepeda  
Chancellor  
San José / Evergreen Community College District



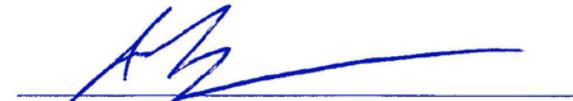
Dr. Jeffrey Lease  
President, Governing Board  
San José / Evergreen Community College District



Keith Aytch  
Accreditation Liaison Officer  
Evergreen Valley College



Eric Narveson  
President, Academic Senate  
Evergreen Valley College



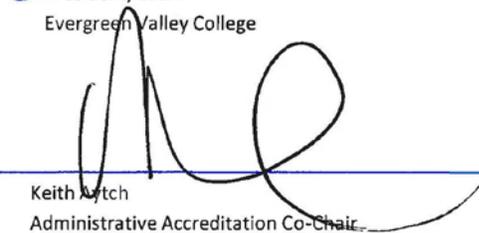
Andrew Le  
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Evergreen Valley College



Jan Tomisaka  
President, CSEA  
Evergreen Valley College



R.J. Ruppenthal  
Faculty Accreditation Co-Chair  
Evergreen Valley College



Keith Aytch  
Administrative Accreditation Co-Chair  
Evergreen Valley College

## Statement of Preparation

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The Accrediting Commission for Community and Junior Colleges lifted the “On Warning Status” of Evergreen Valley College in February 2013. However, ACCJC also pointed out that EVC has not fulfilled a portion of Recommendation 2 from 2010, which calls for:

*“faculty and others directly responsible for student progress towards achieving student learning outcomes should have, as a component of their evaluation, effectiveness in producing those learning outcomes.” (Standard III.A.1.c).*

As part of their evaluation process, the faculty at Evergreen Valley College is evaluated with an evaluation instrument that was the result of negotiations between the district and the Faculty Association. As such, Evergreen Valley College could not unilaterally amend the instrument to include SLOs, despite a strong desire to see this requirement being satisfied as soon as possible.

In the last two years, the President and the VP of Academic Affairs/Accreditation Liaison Officer have mentioned the need to fulfill this requirement at various venues, ranging from Professional Development Day (PDD) at EVC, College Council, campus open forums, to District Council, Board Accreditation subcommittee meetings, and Board meetings.

The road to consensus has been a long journey, and the district negotiation team, led by Kim Garcia, the Vice Chancellor of Human Resources, has recently reached an agreement with the Faculty Association (FA) to implement a 3-year pilot program that includes as part of regular contract faculty self-evaluation, the participation in SLO assessment. As part of this pilot program, it is agreed that no data derived from SLO assessments shall ever be used to evaluate faculty performance.

In addition, under the leadership of Vice Chancellor Garcia, the district has reached an agreement with the Management, Supervisory and Confidential Council (MSCC) to include new language as part of the academic administrator’s evaluation and job description that includes: “Provide leadership for program review, including program improvement and development; systematic assessment of student progress and learning outcomes; review and recommend changes to maintain relevance of division programs to meet student and community needs.”

Both agreements will be implemented in Fall 2014.

The EVC campus has been informed of the importance, need, and process for the resolution and satisfaction of this Standard III.A.1.c requirement. The President has provided frequent updates to the campus since 2011, and all constituents have had the opportunity to provide input or comment, if desired.

The Board of Trustees shows a keen interest in Accreditation, and formed an ad hoc subcommittee on accreditation last year. Three of the seven trustees are on the subcommittee, and through this subcommittee, the Board receive updates on Accreditation from its peers.

The preparation of this special report on Standard III.A.1.c has been a collaborative process, and reflects the willingness of campus constituencies to participate in this project.

I am, therefore, very appreciative of the faculty, staff, and administrators who participated in this process, culminating with these two historic agreements.

The following individuals from Evergreen Valley College were involved in the preparation of this Follow-Up Report.

Henry C.V. Yong, Ed.S., President

Keith Aytch, Vice President of Academic Affairs, Accreditation Liaison Officer

R.J. Ruppenthal, Faculty Accreditation Co-Chair

Lynette Apen, Student Learning Outcomes (SLO) Coordinator

Paulette Romano, MSC professional employee

Shashi Naidu, classified professional employee

Rita De La Cerda, classified professional employee

Respectfully submitted,

Henry C. V. Yong, Ed.S.

A handwritten signature in black ink, appearing to read 'H. Yong', written in a cursive style.

President

## ***Response to the Commission Action Letter***

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### **STANDARD III.A.1.c**

*Faculty and others directly responsible for student progress toward achieving stated student learning outcomes have, as a component of their evaluation, effectiveness in producing those learning outcomes.*

### **Descriptive Summary**

The ACCJC Action letter of February 7, 2014, stated that Evergreen Valley College did not meet Standard III.A.1.c: Faculty and others directly responsible for student progress toward achieving stated student learning outcomes have, as a component of their evaluation, effectiveness in producing those learning outcomes.

The college remains engaged in a campus-wide effort to establish and assess Student Learning Outcomes (SLOs) for each course. All instructors provide students with course syllabi containing course content, officially approved course SLOs, and grading methods to assess student learning in their assigned classes, making appropriate changes in instruction to improve student learning.

This follow up report specifically describes and provides evidence that Evergreen Valley College is in compliance and meets Standard III.A.1.c. The actions taken and evidence provided demonstrate its commitment to meeting the standard. SLO development and assessment are written into the faculty job descriptions ([R.10.2.1](#)), the San José Evergreen Community College District and the Faculty Association AFT 6157 have developed a pilot program that includes as part of regular contract faculty self-evaluation the participation in SLO assessment. It is agreed that no data derived from SLO assessments shall ever be used to evaluate faculty performance. ([R.10.2.4](#)). The college president directed academic managers to address SLO assessment and inclusion of SLOs in course syllabi in regular contract faculty self-evaluations ([R.10.2.2](#)). The president also will review each regular contract faculty evaluation to ensure that SLO assessment is addressed .

The District, in consultation with the Management, Supervisory and Confidential Council (MSCC), has also modified all academic administrators' job descriptions to include this item.

*“Provide leadership for program review, including program improvement and development; systematic assessment of student progress and learning outcomes; review and recommend changes to maintain relevance of division programs to meet student and community needs.” ([R.10.2.3](#)).*

The San José Evergreen Community College District has a pilot program in place with the Faculty Association which states the following:

*“For all regular contract faculty, tenure-track and tenured members, the faculty member shall include in their self-evaluation information on their participation of SLO assessment ...”*

The self-evaluation is one of the components of the overall faculty evaluation as outlined in Articles 20 and 22 (**R.10.2.5**) of the Collective Bargaining Agreement for tenure-track faculty and tenured faculty. Self-evaluation is a mandatory component of the evaluation process. It is agreed that no data derived from SLO assessments shall ever be used to evaluate faculty performance.

### **Evaluation**

Evergreen Valley College meets Standard III.A.1.c. The college instituted a successful SLO process as part of Integrated Planning and Resource Allocation where effectiveness at every level of its organization is measured. Teaching effectiveness is evaluated through a peer and administrative evaluation process (**R.10.2.6**)

## Evidence

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R.10.2.1	Faculty Job Description	<a href="http://www.evc.edu/AcademicAffairs/Documents/Faculty%20Job%20Posting.pdf">http://www.evc.edu/AcademicAffairs/Documents/Faculty Job Posting.pdf</a>
R.10.2.2	Email memo to Vice Presidents and Deans, dated March 26, 2014	<a href="http://www.evc.edu/AcademicAffairs/Documents/VPs%20Deans%20SLOEvaluation%20Pilot%20Program%203%2026%202014.pdf">http://www.evc.edu/AcademicAffairs/Documents/VPs Deans SLOEvaluation Pilot%20Program%203%2026%202014.pdf</a>
R.10.2.3	Revisions to Academic Administrators' Evaluation and Job description	<a href="http://www.evc.edu/AcademicAffairs/Documents/Email%20memo%20to%20Vice%20Chancellor%20Garcia.pdf">http://www.evc.edu/AcademicAffairs/Documents/Email%20memo%20to%20Vice%20Chancellor%20Garcia.pdf</a>
R.10.2.4	SLO Pilot Program Side Letter	<a href="http://www.evc.edu/AcademicAffairs/Documents/SLO%20Pilot%20Program%202014%202017.pdf">http://www.evc.edu/AcademicAffairs/Documents/SLO %20Pilot%20Program%202014%202017.pdf</a>
R.10.2.5	Articles 20 and 22	<a href="http://www.evc.edu/AcademicAffairs/Documents/FA%20Contract%20Articles%2020%20and%2022.pdf">http://www.evc.edu/AcademicAffairs/Documents/FA%20Contract%20Articles%2020%20and%2022.pdf</a>
R.10.2.6	Accreditation Follow Up Report 2014 Board Of Trustees Item	<a href="http://www.evc.edu/AcademicAffairs/Documents/ACJC%20Agenda%20042214.pdf">http://www.evc.edu/AcademicAffairs/Documents/ACJC%20Agenda%20042214.pdf</a>
R.10.2.7	Program Level SLO Assessment Matrix	<a href="http://www.evc.edu/AcademicAffairs/Documents/Program%20SLO%20Assessment%20Matrix.pdf">http://www.evc.edu/AcademicAffairs/Documents/Program SLO Assessment Matrix.pdf</a>
R.10.2.8	Program Review Criteria (Instructional Programs)	<a href="http://www.evc.edu/AcademicAffairs/Documents/PR-Criteria.pdf">http://www.evc.edu/AcademicAffairs/Documents/PR-Criteria.pdf</a>
R.10.2.9	Annual Update for Program Reviews	<a href="http://evcwebs.sjeccd.edu/iec/review_form.asp">http://evcwebs.sjeccd.edu/iec/review_form.asp</a>