

## **Certification of Continued Institutional Compliance with Commission Policies**

### **Commission Policies**

#### Policy on Public Disclosure and Confidentiality in the Accreditation Process

The College distributed a request for third party comment on October 27, 2016 through its public information officer [FR-01]. Any third party comments it receives will be addressed in compliance with Federal regulations and related Commission policies. Indeed, throughout its recent challenges with accreditation sanctions, the College has complied with the Commission Policy on Rights and Responsibilities of the Commission and Member Institutions as to third party comment, publishing its progress and status consistently on its website.

#### Policy on Commission Good Practice in Relations with Member Institutions

The Board of Trustees provides assurance in its policies and actions, and in its validation of this self-study, that the College adheres to the eligibility requirements and accreditation standards and policies of the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges (ACCJC-WASC).

#### Policy on Rights and Responsibilities of ACCJC and Member Institutions

The College has solicited third party comment for the public to the Commission as it relates to the College's compliance with the Eligibility Requirements, Accreditation Standards, or Commission policies. Interested parties may file their comments, which are then forwarded to the Accreditation Liaison Officer for action.

#### Policy on Institutional Degrees and Certificates

The College assures all programs are sufficient in content, breadth, and length, with appropriate awarding of credit through the Curriculum Committee process described in Standard IIA.2.a. A variety of programs of various lengths of study are offered to meet the needs of students pursuing various educational goals at the College.

#### Policy on Transfer of Credit

The College awards academic credits based on Carnegie units, a standard generally accepted practice in degree-granting institutions of higher education. Board-adopted policies on transfer and award of credit are described in the College catalog.

#### Policy on Distance Education and Correspondence Education

The College's approval process, review, and approval procedures for curriculum follows a very rigorous process. The curriculum approval process is the same as the process for approving face-to-face courses. The online delivery of the courses maintains the same level of rigor as the face-to-face courses, and regular and effective contact between instructor and student is documented and strictly upheld. Online course approval is consistent with the Accreditation Standards. All distance education courses have a Course Outline of Record as face-to-face courses have. Victor Valley College does not have any courses offered through correspondence education. The College has a process for verifying the identity of online students. This process is applied consistently. Each component of the Commission Policy on Distance Education and Correspondent Education is addressed directly in the Substantive Change Proposal.

Policy on Representation of Accredited Status

The College is an accredited institution of higher education under the Accrediting Commission for Community and Junior colleges. That information is published on the College’s website.

Policy on Student and Public Complaints against Institutions

The College’s process for student complaints is available online and is compliant with the Higher Education Act, Title IV, Code of Federal Regulations 34, Sections 600.9(a)(1) and 668.43(b).

Policy on Institutional Advertising, Student Recruitment

The Deans of Student Services and Student Equity and Success work with the Public Information Office to coordinate marketing materials. These materials represent the College appropriately and include information on the College’s current accreditation status as required by the Commission.

Policy on Contractual Relationships with Non-Regionally Accredited Organizations

The College does not participate in any contractual relationship with non-regionally accreditation organizations.

Policy on Institutional Compliance with Title IV

The College complies with all federal regulations and requirements outlined in Title IV of the Higher Education Act in its offerings of both federal and state financial assistance programs. Board Policy 5130 states that “All financial aid programs will adhere to guidelines, procedures and standards issued by the funding agency, and will incorporate federal, state, and other regulatory requirements.” The College demonstrates its diligence in managing loan default rates in compliance with loan program responsibilities as defined by the United States Department of Education (USDE). The loan default rates for the college are as follows (Source: USDE, Federal Student Aid, Cohort Default Rates database):

Default Rate, FY 2013	21.5
Number in Default	208
Number in Repayment	963