



Progress Report

(RESPONSE TO ACCREDITATION EVALUATION)

March 9, 2004



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Introductory Remarks

The College of Alameda has reviewed the Evaluation Report of the Accreditation Team from the visit of March 18-20, 2003. This response is to report on progress of the four recommendations made to the College, which are essentially carry over items from the 1999 comprehensive evaluation and team report. In addition, the College has included an update on progress Peralta Community College District (PCCD) has made regarding the four recommendations cited by the accreditation team related to the District.

The College acknowledges the two overarching themes of the need for improved communication and planning (incorporating on-going needs analysis, planning for development or improvement of current processes, testing, implementation and evaluation processes) which were pointed out by the Accreditation Team and is incorporating them into the responses to the four recommendations in this report.

As is clear from the following timelines for improvement, the college has come together to do more than simply identify tasks and note that "something" needs to be done. Instead, individual job titles have responsibility for action items as well as the directive to monitor each task to its end. The emphasis on individual ownership of process completion is designed with an eye toward creating an environment in which all employees are proud of their involvement in the college's success. By the same token, college management will be readily able to pinpoint and correct any slow-downs or stoppages in the new systems.

Clearly, the next year or so will be a time of growth and introspection as College of Alameda implements and troubleshoots these new processes. The college thanks the Accreditation Team for its observations, analysis, and feedback.

Accreditation Team Recommendations to College of Alameda

- 2.1 The team recommends, consistent with the recommendation of the 1999 team, that the college implement a systematic and comprehensive process for ensuring that accurate and current information available to students via the college publications and the college website. (Standard 2.1, 2.9)
- 6.1 The team recommends, consistent with the recommendation of the 1999 team, that the library and audiovisual services initiate systematic program reviews with special emphasis in the following critical areas: budget analysis (1), collections development (2) , use analysis (3), faculty involvement (4), and technology (5) (Standard 6.7)
- 7.1 The team recommends, consistent with the recommendation of the 1999 team, that the college, in cooperation with the district, commit the time and resources needed to complete the backlog of management, contract faculty, adjunct faculty, and full-time classified evaluations, and to design and implement evaluation processes for part-time classified employees and student employees (Standard 7B.1)
- 9.1 The team recommends, consistent with the recommendation of the 1999 team and to insure financial stability and appropriate fiscal management, initiate a resource allocation process in conjunction with the district office. This process should link financial planning and institutional goals. (Standard 9A, 9B.1, 9C)

The above are points addressed in the following four standards:

Standard Two	Institutional Integrity
Standard Six	Information and Learning Resources
Standard Seven	Faculty and Staff
Standard Nine	Financial Resources