

STATE CENTER COMMUNITY COLLEGE DISTRICT

**FRESNO CITY COLLEGE
1101 East University Avenue
Fresno, California 93741**

Progress Report

**Submitted to the Accrediting
Commission for Community and Junior Colleges
Western Association of Schools and Colleges**

October 15, 2007

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CERTIFICATION OF THE PROGRESS REPORT
October 15, 2007


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

From: Fresno City College
1101 East University Avenue
Fresno, California 93741

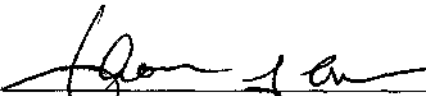
This Progress Report is submitted per the requirements of the Accrediting Commission.

We certify that there was broad participation by the campus community, and we believe that the Progress Report accurately reflects our response to the recommendations of the 2005 Accreditation Visiting Team since our March 15, 2007, Progress Report.


Signed:




Isabel Barreras President
Board of Trustees




Thomas Crow Chancellor
State Center Community College District



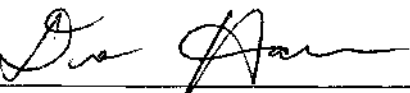
Ned Doffoney President
Fresno City College



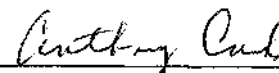
Richard Santos President
Academic Senate



Carrie Baize President
Classified Senate



David Horwitz President
Associated Student Body



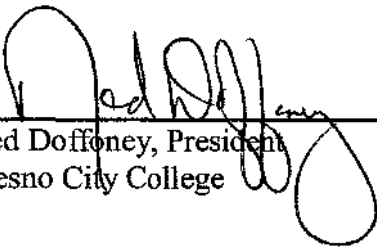
Anthony Cantu Accreditation Liaison Officer

STATEMENT OF PROGRESS REPORT PREPARATION

Since the college received formal notification of the Commission's action regarding Fresno City College's accreditation status in February 2006, it has pursued an aggressive agenda to address the five recommendations made by the Commission. The college has continued with this agenda since the October 15, 2006, and the March 15, 2007, progress reports and the October 31, 2006, and April 17, 2007, campus visits.

The college received the report from the visiting team's April 17, 2007, visit and the notification of Commission action to remove the college from warning on July 2, 2007. The information has been communicated campuswide through President's Cabinet, the Academic Senate, the Classified Senate, the Associated Student Government, and the Strategic Planning Council.

A draft of the college's October 15, 2007, progress report was submitted to the Chancellor on August 27, 2007, and to the Board of Trustees on September 4, 2007. The draft was posted on Blackboard on August 28, 2007, for review and comment by the campus community. Another draft *was* posted on September 28, 2007, for final review and comment. The report was mailed to the Commission and Dr. Michael Viera, chair of the visiting team, on October 11, 2007.



Ned Doffoney, President
Fresno City College

**FRESNO CITY COLLEGE
ACCREDITATION PROGRESS REPORT COMMITTEE**

Alicia Bacon	Classified
Tony Cantó	Administration
Larissa Childers	Student
Rick Christl	Administration
Paula Demanett	Faculty
Larry Dickson	Classified
Ned Doffoney	Administration
Marianne Dunklin	Faculty
Robert Fox	Administration
Thomas Gaxiola	Faculty
Michael Guerra	Administration
Cathie Johnson	Classified
Linda Kane	Faculty
Linda de Kruif	Faculty
Don Lopez	Administration
Sheila Martin	Faculty
Melissa Mata	Student
Keili O'Rourke	Classified
Rhea Riegel	Classified
Rick Santos	Faculty
Maggie Taylor	Faculty
Ann Walzberg	Faculty
Rob Weil	Classified

RESPONSE TO THE REQUEST OF THE COMMISSION

Recommendation 1- Participatory Governance

The team recommends the college implement a participatory governance process to ensure that all constituent groups actively participate in the college's planning and decision making. (Standards IA.3, IB.1, IB.4)

Progress and Analysis:

Fresno City College continues to make significant progress in implementing a participatory governance process that includes all constituent groups. An ad-hoc Shared Governance Council was created in May 2006, to ensure continued participatory governance at the college. The ad-hoc Shared Governance Council developed participatory governance principles, the duties and responsibilities for the permanent Shared Governance Council, and the Fresno City College Governance/Communication Model. In March 2007, the constituent groups approved the permanent Shared Governance Council.

The membership of the Shared Governance Council represents all the constituencies and includes two administrators, two classified professionals, four faculty, and two students. The first meeting of the Shared Governance Council for the 2007-2008 academic year took place on August 27, 2007. The Council agreed to meet on the first and third Mondays of each month and to have the Strategic Planning Council Support Team assist in the development of an operating agreement.

The Strategic Planning Council continues as the shared governance decision-making body for the college by establishing college goals and objectives, establishing priorities for planning and resources, and monitoring the progress towards the completion of college goals and objectives. The activities of the Council include considering unit Action Plans for implementation and developing and prioritizing Fresno City College resources. During the summer 2007, the Strategic Planning Council met and reached consensus on revisions to its operating agreement based on the assessment of the evaluation of the Strategic Planning Council that it conducted during the spring semester. The revisions were forwarded to the constituent groups for review and approval.

Results:

Fresno City College is committed to participatory governance and continues to implement the campuswide participatory governance principles approved by the different constituent groups. The Shared Governance Council continues to meet as scheduled. At its October 8, 2007, meeting, it reached consensus on an operating agreement for constituent review and approval.

Members of the Strategic Planning Council gave an update of the work of the Council to the campus community on opening day, August 9, 2007. The revisions to the Strategic Planning Council Operating Agreement were also presented. The constituent groups approved the revisions by the September 30, 2007, deadline as required by the sunset clause in the Strategic

Planning Council Operating Agreement. This process will continue on an annual basis, ensuring constituent participation in all levels of *the college's* planning and decision making.

Future Plans:

The college is implementing a participatory governance process that ensures that all constituent groups actively participate in the planning and decision-making processes on campus. Through the work of the Strategic Planning Council and the Shared Governance Council, the college meets the accreditation standard.

As the committee designated to monitor participatory governance at Fresno City College, the Shared Governance Council will complete the development of its operating agreement for constituency consideration prior to the end of the fall semester.

Evidence for Recommendation 1:

1. Shared Governance Council Meeting Agendas and Minutes
2. Shared Governance Council Participatory Governance Principles
3. Shared Governance Council Draft Operating Agreement
4. Fresno City College Governance/Communication Model
5. Strategic Planning Council Meeting Agendas and Minutes
6. Strategic Planning Council Handbook, revised fall 2007

Recommendation 3.3 - The team recommends that the college integrate human resources planning into the collegewide institutional planning process. (Standard IIIA)

Progress and Analysis:

As part of the strategic planning process, the Strategic Planning Council acknowledged the need for the creation of a committee that would consider recommendations from program review, action plans, and other planning committees for the allocation of human resources. An ad-hoc Human Resources Committee was formed late in the fall 2006 semester to develop an operating agreement for a permanent Human Resources Committee that would identify human resource needs, evaluate human resources proposals, and prioritize human resource allocations incorporating program review, budget information, and strategic planning. At its February 27, 2007, meeting, the Human Resources Committee finalized an operating agreement that was forwarded to the constituent groups for review and approval. All constituent groups approved the FCC Human Resources Committee Operating Agreement during spring 2007.

Results:

At the time of the April 17, 2007, site visit, the constituent groups had not yet approved the operating agreement for the Human Resources Committee. Since then, however, the agreement has been approved and committee members have been identified: nine faculty, two classified professionals, two students, and three administrators.

The committee met for the first time on August 31, 2007. The committee reviewed the operating agreement, elected a chair, set a timeline for receiving requests for new certificated positions, and assigned specific tasks to different committee members. It was decided that requests for new certificated positions were due to the committee chair by noon on September 14, 2007. The chair then sent copies of the requests to committee members in preparation for the September 21, 2007, meeting.

At the September 21, 2007, meeting the committee reviewed 20 requests for new certificated positions. The majority of the requests had been recommended for consideration as part of the Program Review process. Others were presented as part of the action planning process. The committee decided that it would invite department chairs or the originator of the request and the dean or director to which the requested position would report to present their requests to the committee.

The committee met on September 28, 2007, to hear presentations and consider the requests for new certificated positions. The committee had the opportunity to ask questions of and for clarification from the presenters. After the presentations, the committee was asked to rank the positions and forward the rankings to the committee chair, who tallied the results. The results will be discussed at the committee's next meeting, which has been scheduled for October 12, 2007, when it will also finalize the prioritized list for new certificated positions for 2008-2009 and forward the recommendation to the Strategic Planning Council.

Future Plans:

Once the Human Resources Committee completes its first task of prioritizing requests for new certificated positions, it will continue to meet throughout the academic year to develop and recommend processes for requesting classified positions, filling positions due to retirements or resignations, and evaluating the work of the committee.

The college has made significant progress in addressing this recommendation. Human resources are directly linked to Program Review, the action planning process, and the Strategic Planning Council. The work of the Human Resources Committee will lead to a full integration of human resources into the institutional planning process and thus meet the requirements of the standard.

Evidence for Recommendation 3.3:

1. Human Resources Committee Operating Agreement
2. Human Resources Committee Agendas and Minutes

Recommendation 5- Districtwide Recommendation

The team recommends that the college continue to develop, implement, and evaluate a collegewide strategic plan that 1) incorporates the individual planning efforts of the college and 2) results in a cohesive planning framework. Simultaneously, the college should remain cognizant of the strategic development of the State Center Community College District as it moves toward increasing the number of colleges in the district. (Standards IB.2, IB.3, IB.4, IVB, IVB.2, IVB.3, IVB.3f)

Progress and Analysis:

In order to develop an integrated strategic planning process that would help position the college to better meet both its current and future needs while at the same time address Accreditation Recommendation 3, the college contracted with the Datatel Institute for Institutional Effectiveness. The consultants, Burt Peachy and Scott Epstein, met with the Strategic Planning Council on March 16, 2006, to go over the process and timeline for the development of the college's strategic plan. One of the consultants, Burt Peachy, had facilitated the development of Reedley College's 2002-2005 strategic plan. Additionally, he and Scott Epstein also served as consultants to Reedley College as it updated its strategic plan. The district's strategic plan is operational through 2007 and the process of developing a new strategic plan has begun. These same consultants have assisted in the development of a new district strategic plan. The goal is that by January 2008, Fresno City College, Reedley College, and the North Centers will have separate, yet linked, strategic plans coordinated with the new district strategic plan. The district Board of Trustees will approve all final strategic plans.

The development of a district strategic plan that will incorporate the strategic plans of the colleges and centers began during spring 2007. The Interim Vice Chancellor of Educational Services, Mike Quinn, coordinated the district's planning efforts with Datatel Institute for Institutional Effectiveness consultants, Burt Peachy and Scott Epstein. Constituent representatives from the colleges and centers were included in developing five themes to support the plan.

During the spring 2007 semester, there were three meetings of the district support team with the consultant, Scott Epstein. In May, the chancellor held Town Hall meetings at various locations throughout the district to receive feedback from the constituencies. The 2008 District Strategic Plan Support Team held one meeting in July, where objectives and KPIs were developed for each theme. The district support team met on September 19, 2007, where the mission, vision and core values statements were reviewed and revised.

In response to this district recommendation, Chancellor Tom Crow formed a District Office Accreditation Planning and Facilities Committee in February 2006, to begin identifying elements to be used to determine district support in the areas of classified staffing, utilities, insurance, and both instructional and non-instructional supplies and materials. The committee met four times during the spring 2006 semester and developed preliminary custodial/maintenance/grounds and clerical staffing guidelines taking into account unique factors at each site.

Results:

The college is working with the district to address this recommendation. The district committee formed by the chancellor has laid the groundwork for the discussions that will need to take place in order to address the issues and concerns associated with growth. To that end, the district committee has been expanded and now includes the vice presidents of administrative services, vice presidents of instruction, representatives from the academic and classified senates, and representatives from each of the colleges' and centers' strategic planning-type committees.

The expanded committee had its first meeting on October 17, 2006, to assess the current levels of classified staffing at each location and to begin strategizing for the fall 2007 opening of the Willow and International expansion of the Clovis Center, the 2009 opening of the Madera Center vocational wing, the 2009 completion of the Old Administration Building modernization project, the 2012 opening of the Southeast Center, and other projects not yet funded. The inclusion of representatives from each of the site's strategic planning committees has provided the necessary coordination among the district, Fresno City College, Reedley College, and the North Centers.

The Strategic Planning for Districtwide Facilities Committee met on May 17, 2007. The various campuses and centers in the district have representation from administration, classified professionals, and faculty. Brian Speece, Associate Vice-Chancellor for District Operations, made a PowerPoint presentation to update the committee on the status of the different projects in the district. The committee continued work on revising the draft operating agreement and agreed to one statement to consider the impact of program development on district facilities and another to emphasize that committee members have the responsibility to communicate information back to their constituency groups. The committee also agreed to meet at least four times a year during the academic year.

Future Plans:

The college will continue to collaborate with the district as it moves toward increasing the number of colleges in the district. The next meeting of the Strategic Planning for Districtwide Facilities Committee is on October 10, 2007. The agenda for the meeting includes an update on facilities projects and the finalization of the operating agreement for the committee.

With the retirement of the interim vice chancellor, the new Vice Chancellor of Workforce Development and Educational Services, Dr. Cynthia Azari, will be leading the development and implementation of the District Strategic Plan during fall 2007. A Charrette designed to solicit community input for the district strategic plan is taking place on October 29, 2007. The district strategic plan will be finalized after the information received at this meeting is reviewed and incorporated into the district's plan.

Evidence for Recommendation 5:

1. Committee Membership of the Strategic Planning for Districtwide Facilities Committee
2. Strategic Planning for Districtwide Facilities Committee Agenda and Minutes
3. Committee Membership for the District Support Team
4. Agendas and Minutes of the District Support Team