

# Countdown to WASC: What Every STAFF MEMBER

## Should Know in Preparation for SCE's WASC Visit

1. What is accreditation?
2. Who are we accredited by? Which division?
3. What are the terms of accreditation? How long is the process/cycle?
4. Why is accreditation important?
5. What is the purpose of the visit on March 14-16, 2011?
6. What is the difference between being accredited by WASC's Accreditation for Schools and Colleges and WASC's Accreditation for Junior Colleges?
7. What is the history of SCE?
8. What is SCE's role in the District?
9. What are the basic facts about the District?
10. What is the difference between noncredit and community education?
11. What types of programs does SCE offer?
12. How does your program or department contribute to SCE?
13. What is the focus/vision of our programs?
14. What is your position? What is the function of your position within your program? What is the benefit of your position to SCE?
15. What is the structure of your program? What are the practices/functions of your program?
16. What are current issues within the school?
17. What are current issues in your program(s)?
18. How do you obtain your information about events, policies, rules, procedures, etc. about SCE?
19. What are SCE's inter-school (shared governance) committees? Who has input on these committees? Are you involved in any of the committees?
20. Do you participate in staff development activities? How do you find out about staff development offerings?
21. For instructional staff, what are your program's student learning outcomes? What are your student learning outcomes for program courses?

***Don't know the answer to these questions? Ask a colleague, manager, or faculty member! Or check out these resources:***

- SCE WASC WebSite: <https://sites.google.com/a/sce.cc.ca.us/sce-wasc/>
- SCE WASC Virtual Evidence Room: <https://sites.google.com/a/sce.cc.ca.us/wasc-virtual-evidence-room-for-school-of-continuing-education/>
- SCE Faculty Handbook: <https://sites.google.com/a/sce.cc.ca.us/facultyhandbook/>
- SCE Reference Manual: <https://docs.google.com/a/sce.cc.ca.us/Doc?docid=0AedHFWy9G-3XZGNreDI0cmRfMTBka2tjYm5udA&hl=en>