

September 20, 2018

SUBJECT: New Publications on the ACCJC Website at <https://accjc.org/publications/>

Dear Colleagues,

In our effort to improve resources that aid the peer review process, the ACCJC has added new publications on its website: (1) *Accreditation Liaison Officer (ALO) Guide*, (2) *Guide to Institutional Self-Evaluation, Improvement, and Peer Review*, and (3) an ISER template.

(1) The *Accreditation Liaison Officer (ALO) Guide* provides an overview of ALO responsibilities and available resources and serves as an orientation for new ALOs and a refresher for experienced ALOs.

(2) The *Guide to Institutional Self-Evaluation, Improvement, and Peer Review* combines and updates information from the previous *Guide to Evaluating and Improving Institutions* and the *Manual for Institutional Self-Evaluation*. The updated content reflects the new directions of the ACCJC and aligns with the information that staff have presented at recent trainings for colleges, peer review teams, and team chairs. The new *Guide* attempts to capture ACCJC's improved approach to institutional self-evaluation and the peer review process.

The new *Guide* is intended to be used both by colleges engaged in institutional self-evaluation and by peer review teams as they conduct their reviews of institutions—everything combined into a single publication. The content is divided into three sections:

- PART 1: Background on Accreditation—including principles and practices of quality assurance and a peer review process that supports institutional effectiveness, improvement, and success.
- PART 2: Institutional Self-Evaluation—providing instructions and suggestions for conducting institutional self-evaluation, writing the Institutional Self-Evaluation Report (ISER), and preparing for the peer review team visit.
- PART 3: Guide to Evaluating the Institution Using Standards—including a brief guide on how to interpret and apply Standards and suggestions for possible sources of evidence for each of the 128 Standards.

(3) The ISER template was created to help colleges develop focused, concise, yet appropriately detailed ISERs. Links to the template are found in the *Guide to Institutional Self-Evaluation, Improvement, and Peer Review*. The ISER template (Word document) can also be downloaded directly from the publications webpage (<https://accjc.org/publications/>).

We at ACCJC strive for continuous quality improvement of our services to member institutions.

Sincerely,



Steven Reynolds
Vice President