


From: Tom Lane accjc@accjc.org 
Subject: NEW EVALUATORS NEEDED
Date: January 29, 2016 at 8:18 AM
To: Tom Lane accjc@accjc.org



January 29, 2016

Dear Presidents and ALOs,

The ACCJC needs additional evaluators to staff visiting teams in the future. As you are aware, there is a lot of transition in colleges today, and many of the evaluators in our database have retired, left the region, or are otherwise unavailable. The skill requirements of evaluators have also changed to reflect the changes in our institutions and the programs they offer.

The ACCJC is interested in receiving applications from all candidates who wish to serve on evaluation teams. At present the ACCJC is looking for at least 50 “first timers” to staff teams in the 2017-18 academic year.

The most significant needs are in the following areas:

- FACULTY – teaching faculty in all disciplines; teaching counselors and teaching librarians
- Academic Deans and Vice-Presidents
- Career Technical Experts – both faculty and Academic Administrators
- Fiscal Experts – Chief Financial Officers and Chief Business Officers
- Program Experts – Especially Distance Education, Student Learning Outcomes (Coordinators and other experts), Researchers (Institutional Research and Planning), and CTE.

The ACCJC also wants to enhance the diversity of its evaluator pool. If you have candidates that you would like to recommend to the ACCJC, please have them complete the attached Bio-Data Form and return it to the ACCJC at accjc@accjc.org.

Thank you for your continuing interest and support of the ACCJC and its goal of improving the quality and success of its members.

Attachment

Tom Lane
Accrediting Commission for
Community and Junior Colleges
10 Commercial Blvd Ste 204
Novato, CA 94949
Tel: 415-506-0234
Fax: 415-506-0238

ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES
 Western Association of Schools and Colleges

Bio Data Form for Evaluators
 (Please type or print)

(Mr.) (Ms.) (Dr.) Name _____ Gender **M** **F**

Title _____ Institution _____

Address _____

Current Position:

Administration ___ Instructional Faculty ___ Student Support Services ___ Library/Learning Resources ___ Trustee ___

Describe your role: _____

Business Telephone: _____ Business Fax: _____

Business Email: _____

Home Address (Optional): _____

Home Telephone (Optional): _____ Home Fax (Optional) _____

Home Email (Optional): _____

Professional Education:

Earned Degree	Year	Institution/Field	City and State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Professional Experience:

Administrative Experience (___ Yrs.) Describe: _____

Teaching Experience (___ Yrs.) Major Discipline/Field: _____ Related Discipline/Field: _____

Student Support Services Experience (___ Yrs.) Describe: _____

Library/Learning Resources Experience (___ Yrs.) Describe: _____

Trustee Experience (___ Yrs.) Describe: _____

Other Professional Experience (___ Yrs.) Describe: _____
 (Grants, Research, etc.)

Based on my knowledge of this individual and his/her qualifications and abilities, I recommend him/her as evaluator.

CEO Recommendation _____

Signature

Special Qualifications/Experience (check all that apply and describe):

Fiscal Management _____ Facilities Management _____ Human Resources _____ Faculty Staff Development _____
Student Learning Outcomes (Design and Assessment) _____ Program Review _____ Instructional Methodologies _____
Educational Technology _____ Distance Education (Design and Assessment) _____ Correspondence Education _____
Institutional Planning/Evaluation _____ Career/Technical Education _____ General Education _____
Baccalaureate Programs _____ Adult /Pre-Collegiate Education _____ Non-Credit _____ Other (describe) _____

Describe Your Qualifications/Experiences

Other Qualifications/Experience:

Note: All evaluators are expected to have general computer and word processing skills required for team work.

Accreditation Experience:

Professional Awards/Affiliations:

Ethnicity (optional) _____

Signature _____ **Date** _____

Please attach a resumé.

Please return this form to:
Accrediting Commission for Community and Junior Colleges
10 Commercial Blvd., Suite 204, Novato, CA 94949
Tel: 415-506-0234 Fax: 415-506-0238