ELIGIBILITY REQUIREMENTS
CERTIFICATION OF CONTINUED INSTITUTIONAL COMPLIANCE WITH ELIGIBILITY REQUIREMENTS

(Adopted June 1995; Revised January 1996; Revised January 2004; Edited June 2011)

1. Authority

The institution is authorized or licensed to operate as an educational institution and to award degrees by an appropriate governmental organization or agency as required by each of the jurisdictions or regions in which it operates.

Private institutions, if required by the appropriate statutory regulatory body, must submit evidence of authorization, licensure, or approval by that body. If incorporated, the institution shall submit a copy of its articles of incorporation.

Los Angeles Mission College (LAMC) is one of 114 public, two-year community colleges authorized to operate by the state of California, the Board of Governors of the California Community Colleges, and the Board of Trustees of the Los Angeles Community College District. As part of the Los Angeles Community College District, Los Angeles Mission College is governed by a locally elected, seven-member board of trustees.

Los Angeles Mission College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949, 415.506.0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. LAMC received its initial accreditation in 1975.

Los Angeles Mission College is authorized to operate as a public education institution and to award degrees by the State of California. Title 5 of the Administrative Code prescribes the structure for offering Associate Degrees, Certificates of Achievement, and Certificates of Completion.

2. Mission

The institution's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization, and is appropriate to a degree-granting institution of higher education and the constituency it seeks to serve. The mission statement defines institutional commitment to achieving student learning.

LAMC’s educational mission is clearly defined and specifically states the College’s commitment to achieving student learning. The Mission Statement was reviewed in 2012, and a revised Mission Statement was approved by the Board of Trustees on October 17, 2012. The previous Mission Statement was approved by College Council and the Board of Trustees on July 26, 2006. The Mission Statement is annually reviewed by the College at the College Council Retreat to ensure that it is current and aligns with the core mission of California Community Colleges.
Eligibility Requirements

The Mission Statement is published in the annual College Catalog, on the College Web site, and is widely distributed throughout the College. The Mission Statement guides the six-year planning and assessment cycle and resource allocation process. The Program Review process aligns with the College Strategic Plan and is based on the Mission Statement. In addition, the Educational Master Plan, Facilities Master Plan, Technology Plan, and Human Resources Plan are guided by the Mission Statement. Development of Distance Education opportunities and services is driven by the mission of the College and online courses are developed in support of the Mission Statement.

3. Governing Board

The institution has a functioning governing board responsible for the quality, integrity, and financial stability of the institution and for ensuring that the institution's mission is being carried out. This board is ultimately responsible for ensuring that the financial resources of the institution are used to provide a sound educational program. Its membership is sufficient in size and composition to fulfill all board responsibilities.

The governing board is an independent policy-making body capable of reflecting constituent and public interest in board activities and decisions. A majority of the board members have no employment, family, ownership, or other personal financial interest in the institution. The board adheres to a conflict of interest policy that assures that those interests are disclosed and that they do not interfere with the impartiality of governing body members or outweigh the greater duty to secure and ensure the academic and fiscal integrity of the institution.

The Board of Trustees (BOT) is responsible for the educational quality, institutional integrity, and financial stability of the District and ensures the fulfillment of the mission of the nine Los Angeles Community Colleges, as established in the Board Philosophy, Mission, Roles, and Responsibilities. The Board is an independent policy-making body and adheres to its Conflict of Interest Policy (Board Policy Chapter XIV - 14000). Board members have no personal financial interests of any kind in the district or its colleges.

The Board of Trustees is composed of seven members who are elected at large by the voters within the boundaries of the Los Angeles Community College District and one student member who is elected annually by the eligible, currently enrolled student voters of the District. Board members are elected for four-year staggered terms in elections held on the first Tuesday in March of each odd numbered year.

The Board of Trustees approves all courses taught at the institution including online courses.

4. Chief Executive Officer

The institution has a chief executive officer appointed by the governing board, whose full-time responsibility is to the institution, and who possesses the requisite authority to administer board policies. Neither the district/system chief executive office nor the
in institutional chief executive officer may serve as the chair of the governing board. The institution informs the Commission immediately when there is a change in the institutional chief executive officer.

The Chief Executive Officer, Dr. Monte Perez, was selected in the spring of 2011 as the President of the College and reports directly to the Chancellor. The Chancellor informs the Commission of the appointment. Prior to his position at Los Angeles Mission College, Dr. Perez served for three years as the President of Moreno Valley College. Before assuming presidency of Moreno Valley College, he was the Vice President of Student Services at Golden West College from 2004-2008, Provost/Vice President of Academic Affairs National Hispanic University (1997-2004), and the Regional Director of Educational Testing Services (1987-1997). Additional experiences include working for California State University colleges and the U.S. Department of Education.

President Perez approves and supports the College’s delivery of appropriate curriculum, student services, and administrative operations of the College. He also serves on the Chancellor’s Cabinet and the Presidents’ Council in order to implement Board policies.

5. Administrative Capacity

The institution has sufficient staff, with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose.

The College employs nine administrators and five classified managers to support the College mission and purpose. All administrators and classified managers were selected through an open and competitive process based on educational background and experience in accordance with Los Angeles Community College District hiring policies.

Sufficient staffing has been assured by the budget allocation model approved by the Board of Trustees. The budget allocation model guarantees funding for administrators that is based on college enrollment. Thus Los Angeles Mission College, with enrollment of 10,000 students, has received funding for a president, three vice presidents, and a minimum of four deans. In addition, the budget reallocation model provides funding for maintenance and operations based on square footage. This base funding provides a sound foundation for operation of the College. LAMC continues to identify additional resources to complement the present school funding. For instance, external funding such as federal, state, and other sources provide administrative support for many of the initiatives the College undertakes.

6. Operational Status

The institution is operational, with students actively pursuing its degree programs.

Los Angeles Mission College is a comprehensive college that meets the varied educational needs of its community. It serves a diverse student body of about 10,000 students. LAMC offers educational opportunities in Career Technical Programs as well as academic programs that prepare students for transfer to public and private institutions of higher learning and/or entry into the workforce. Extensive longitudinal enrollment information is published through the Office of
Institutional Research and Planning. The current catalog and schedule of classes are available online.

A Distance Education Substantive Change Proposal was approved in spring 2012, which further supports the completion of degree programs.

The College awarded 470 degrees and 238 certificates in the 2011-2012 academic year.

7. Degrees

A substantial portion of the institution's educational offerings are programs that lead to degrees, and a significant proportion of its students are enrolled in them.

Los Angeles Mission College offers courses in 54 disciplines. The College offers 55 associate degree programs and 40 certificates. The majority of the College’s courses are degree applicable; others provide opportunities in basic skills education. The majority of students, 37.3 percent, officially state their goal is to transfer to a four-year college or university.

8. Educational Programs

The institution's principal degree programs are congruent with its mission, are based on recognized higher education field(s) of study, are of sufficient content and length, are conducted at levels of quality and rigor appropriate to the degrees offered, and culminate in identified student outcomes. At least one degree program must be of two academic years in length.

Los Angeles Mission College’s degree programs are aligned with its mission, based on recognized higher education fields of study, and sufficient in content and length. The College offers three associate degree options including two plans for associate degrees with specific majors, some aligning with the Transfer Model Curriculum (TMC), and a third option for a Transfer Associate Degree in Liberal Studies. Instructors teach to the standards of their disciplines and honor the official course outline of record, both of which ensure that courses are conducted at levels of quality and rigor appropriate to the degrees offered. Degree and certificate level learning outcomes are included in the 2012-2013 College Catalog.

9. Academic Credit

The institution awards academic credits based on generally accepted practices in degree-granting institutions of higher education. Public institutions governed by statutory or system regulatory requirements provide appropriate information about the awarding of academic credit.

Academic credit is given in semester units, based on the Carnegie Unit value system and Title 5 of California Administrative code, §55002.5. For each 16-18 hours of lecture each semester, one unit credit is granted; for each 32-36 hours of laboratory with homework each semester, one unit credit is granted; for each 48-54 hours of laboratory work without homework each semester, one unit credit is granted. To meet the full range of student needs, the College schedules for-credit
classes in 5, 6, 8, 9, 12, and 16-week semesters. All classes meet for the required number of hours. Required course content is established by the discipline’s faculty, approved by the Curriculum Committee of the Academic Senate, and verified through both the Program Review process and faculty evaluation.

Information on the definition of units, grading system, transfer of credit, and units by course are provided in the College Catalog. The credit awarded for each course and the time that the course meets per week for a 16-week semester is specified in the Schedule of Classes.

10. Student Learning and Achievement

The institution defines and publishes for each program the program's expected student learning and achievement outcomes. Through regular and systematic assessment, it demonstrates that students who complete programs, no matter where or how they are offered, achieve these outcomes.

Los Angeles Mission College publicizes its Program Learning Outcomes (PLOs) in the College Catalog which is also available online. In addition, Program Learning Outcomes and their assessment are posted on the College’s online Student Learning Outcome (SLO) management system available to all chairs, vice chairs, directors, administrators, and faculty. Furthermore, SLO resource requests have recently been integrated with the Program Review online system. Through the Program Review process, departmental review and assessment, and the work of the Curriculum Committee, programs are evaluated on a regular basis to determine if students are achieving the stated learning outcomes. Department chairs and instructors who teach within the discipline meet to discuss assessment results and determine program improvements to be implemented to help students achieve at higher levels. Regardless of delivery method, courses and programs must meet requirements established in the course outline of record.

11. General Education

The institution defines and incorporates into all of its degree programs a substantial component of general education designed to ensure breadth of knowledge and promote intellectual inquiry. The general education component includes demonstrated competence in writing and computational skills and an introduction to some of the major areas of knowledge. General education has comprehensive learning outcomes for the students who complete it. Degree credit for general education programs must be consistent with levels of quality and rigor appropriate to higher education. See the Accreditation Standards, II.A.3, for areas of study for general education.

Degree and certificate programs require from 18 to 31 units of general education to ensure breadth of knowledge and to promote intellectual inquiry. As part of the general education requirements, students are also expected to demonstrate competency in writing, reading and computational skills in order to receive an associate degree. Institutional Student Learning Outcomes (ILOs) (formerly called General Education Learning Outcomes) are stated in the College Catalog and posted online. Achievement of these outcomes is assessed at the course, program, and institutional level. Programs are regularly reviewed for appropriate rigor and
quality as part of the annual and comprehensive Program Review process, through SLO Assessment, discussion within the Curriculum process and Academic Senate. Regardless of delivery method, all programs are expected to meet the same standards.

12. Academic Freedom

The institution’s faculty and students are free to examine and test all knowledge appropriate to their discipline or area of major study as judged by the academic/educational community in general. Regardless of institutional affiliation or sponsorship, the institution maintains an atmosphere in which intellectual freedom and independence exist.

The Los Angeles College Academic Senate Faculty Ethics Statement delineates the primary responsibility of faculty members to support one another and their students in seeking and stating the truth as they see it. The statement emphasizes respect for both students and colleagues in pursuit of academic inquiry and scholarly standards. It acknowledges that faculty members have the rights and obligations of all citizens but that they avoid creating the impression they speak for the College when they speak or act as private citizens.

Faculty and students are encouraged to examine and test all knowledge appropriate to their discipline or area of study. Faculty and students, regardless of mode of delivery, are expected to adhere to college, district, and state guidelines regarding academic freedom.

13. Faculty

The institution has a substantial core of qualified faculty with full-time responsibility to the institution. The core is sufficient in size and experience to support all of the institution's educational programs. A clear statement of faculty responsibilities must include development and review of curriculum as well as assessment of learning.

The College employs approximately 84 full-time and 248 adjunct faculty members. Academic faculty are hired in accordance with state minimum qualifications, local and district human resource guides, and all appropriate applicable provisions of the California Education Code and Title 5 of the California Code of Regulations. Faculty are required to participate on college committees, hold office hours, assist with the development of SLOs, participate in assessments of SLOs, and the Program Review process. The number of full-time faculty is sufficient in size and experience to support the College’s educational programs and mission. Specific duties and responsibilities for full-time faculty are included in the Academic Senate Faculty Ethics Statement, the College’s Governance Agreement, which includes the responsibility for developing and reviewing curriculum and assessing learning, and in the Collective Bargaining Agreement between the District and the Los Angeles College Faculty Guild.

14. Student Services

The institution provides for all of its students appropriate student services that support student learning and development within the context of the institutional mission.
The College provides a wide range of student services that support student learning and development in support of the College mission. These services include assistance with the admissions application process, assessment for placement in English and math, orientation for new and returning students, counseling services, assistance for students with academic and physical disabilities, financial assistance through state and federal grants, loans, and scholarships; health services; child care; tutorial services; and workshops. Additional services from other resources including Specially Funded Programs such as Title III, Title V, the Science, Technology, Engineering, Math (STEM) grant, TRIO, EOP&S, and Matriculation provide support in meeting the academic needs of LAMC students.

15. Admissions

The institution has adopted and adheres to admission policies consistent with its mission that specify the qualifications of students appropriate for its programs.

Los Angeles Mission College is an open-admission institution serving all students who wish to pursue an education as described in the College Mission Statement. The College admits any person with a high school diploma or its equivalent, persons who are 18 years of age or older, persons who are determined to be capable of benefitting from the instruction offered, or K-12 students under special circumstances.

Admission eligibility policies are listed in the Schedule of Classes, the Catalog, and posted on the College Web site.

16. Information and Learning Resources

The institution provides, through ownership or contractual agreement, specific long-term access to sufficient information and learning resources and services to support its mission and instructional programs in whatever format and wherever they are offered.

The Library and Learning Resources Center is located in a 35,430 square foot shared facility which houses computer labs and the Writing for Success and Science Success Center. The Library provides material in print and electronic formats to support course work and to meet student needs. The Learning Resource Center (LRC) provides faculty support, library workshops, and tutorial services for students in response to diverse needs and offers a variety of instructional approaches. The LRC is wired to accommodate 206 computers available for student use. In addition to these resources, there are eight computer laboratory classrooms wired to accommodate 232 computers that support discipline-specific instructional programs including the Computer Applications and Office Technologies Center, Computer Science Information Technology Lab, Child Development Resource Center, Multimedia Lab, and the Math Center.

17. Financial Resources

The institution documents a funding base, financial resources, and plans for financial development adequate to support student learning programs and services, to improve institutional effectiveness, and to assure financial stability.
Each year the College prepares a financial operations plan to assess the need for financial resources in critical operations. The previous fiscal year’s (FY 2011-2012) allocation was $24,887,882. The FY 2012-2013 budget is $22.9 million. The College and the District rely on enrollment to generate new revenues to cover cost of expenditures. The weak economic condition of the state budget has resulted in significant workload reductions. In an effort to sustain long-term financial stability, the District implemented a new funding model in FY 2012-2013. The new budget allocation model, coupled with robust financial planning and identification of new revenue streams, provides the College with adequate and long-term resources for institutional effectiveness and financial stability. An example of the efficacy of LAMC planning is the building of the new Central Energy plant which is anticipated to reduce utility costs by approximately 40 percent. LAMC anticipates realizing these savings in fiscal year 2013-2014.

18. Financial Accountability

The institution annually undergoes and makes available an external financial audit by a certified public accountant or an audit by an appropriate public agency. The institution shall submit with its eligibility application a copy of the budget and institutional financial audits and management letters prepared by an outside certified public accountant or by an appropriate public agency, who has no other relationship to the institution, for its two most recent fiscal years, including the fiscal year ending immediately prior to the date of the submission of the application. The audits must be certified and any exceptions explained. It is recommended that the auditor employ as a guide Audits of Colleges and Universities, published by the American Institute of Certified Public Accountants. An applicant institution must not show an annual or cumulative operating deficit at any time during the eligibility application process.

The Los Angeles Community College District conducts annual fiscal audits by an external Certified Public Accountant. The Board of Trustees reviews these audit reports annually in public sessions and discusses management responses to any exception. The District files audit reports with the Los Angeles County Office of Education, the State Chancellor’s Office, and any other public agencies as required. Los Angeles Mission College is not audited as a separate entity. In FY 2010-2011 the College operated with a carryover balance in excess of $1,000,000 which was used to cover expenditures incurred in FY 2011-2012. When audit exceptions are identified, LAMC implements a plan of corrective action. The vice presidents have been designated to monitor corrective action plans in their areas.

19. Institutional Planning and Evaluation

The institution systematically evaluates and makes public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes.

The institution provides evidence of planning for improvement of institutional structures and processes, student achievement of educational goals, and student learning. The institution assesses progress toward achieving its stated goals and makes decisions
regarding improvement through an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation.

Los Angeles Mission College adopted its Strategic Master Plan in 2008-2009, and it is updated annually by the College Council. The Plan outlines College priorities, goals, mission/vision, and value statements. The College has established institutional planning processes to provide planning for the development of the College including the integration of all planning documents and procedures such as Program Review and Student Learning Outcome assessment. Los Angeles Mission College has developed the following integrated planning documents: Strategic Master Plan, Educational Master Plan, Technology Plan, Facilities Master Plan, Strategic Enrollment Management Plan, Student Services Plan, and is working on a Safety and Evacuation Plan. Each of these plans contains objectives and calls for regular review and updating.

Since the last accreditation Self Evaluation, the College has completed three full cycles of planning, review, resource allocation, and implementation of improvements.

20. Public Information

The institution provides a catalog for its constituencies with precise, accurate, and current information concerning the following:

General Information
- Official Name, Address(es), Telephone Number(s), and Web site Address of the Institution
- Educational Mission
- Course, Program, and Degree Offerings
- Academic Calendar and Program Length
- Academic Freedom Statement
- Available Student Financial Aid
- Available Learning Resources
- Names and Degrees of Administrators and Faculty
- Names of Governing Board Members

Requirements:
- Admissions
- Student Fees and Other Financial Obligations
- Degree, Certificates, Graduation and Transfer

Major Policies Affecting Students:
- Academic Regulations, including Academic Honesty
- Nondiscrimination
- Acceptance of Transfer Credits
Eligibility Requirements

- Grievance and Complaint Procedures
- Sexual Harassment
- Refund of Fees

Locations or Publications Where Other Policies May be Found:

Los Angeles Mission College displays its Catalog and Schedule of Classes online. These documents, along with other publications, publicize accurate and current information about the College’s mission, goals, admission requirements, and procedures; academic calendar and program length; rules and regulations affecting students, programs, courses; distance education; degrees and certificates offered and graduation requirements; costs and refund polices; available learning resources; grievance procedures; names and academic credentials of faculty and administrators; names of members of the Board of Trustees; and all other items pertinent to attending the institution. In addition, the 2012-2013 Catalog contains information regarding filing complaints with the Accrediting Commission of California Community and Junior Colleges.

Student requirements explained in the Catalog include admissions, matriculation, and attendance requirements; descriptions of all student fees, including resident and non-resident tuition, health services, parking, Associated Students Organization membership, transcripts, class audits, and enrollment refunds. The Catalog also contains descriptions of the requirements to complete associate degrees, certificates, graduation, and transfer. The Schedule of Classes has information regarding registration for online courses in addition to various online student support services.

Other major policies affecting students that are described in the College Catalog are academic probation and dismissal, standards of student conduct and disciplinary action, the District non-discrimination policy, grievance and complaint procedures, sexual harassment prevention, and drug-free environment policies.

21. Relations with the Accrediting Commission

The institution provides assurance that it adheres to the eligibility requirements and accreditation standards and policies of the Commission, describes itself in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. The institution will comply with Commission requests, directives, decisions and policies, and will make complete, accurate, and honest disclosure. Failure to do so is sufficient reason, in and of itself, for the Commission to impose a sanction, or to deny or revoke candidacy or accreditation.

Adherence to state regulations and to the Accrediting Commission for Community and Junior College’s eligibility requirements standards and policies is ensured by Los Angeles Mission College and the Los Angeles Community College District. The College describes itself identically to all its accrediting agencies, communicates changes and status, and discloses
required information to all accrediting bodies. All disclosures by the College are complete, accurate, and honest.

The College maintains contact with the Commission through its Accreditation Liaison Officer.
CERTIFICATION OF CONTINUED INSTITUTIONAL COMPLIANCE WITH COMMISSION POLICIES

Policy on Distance Education and Correspondence Education

All of the online and hybrid classes offered at Los Angeles Mission College (LAMC) are of the same quality and have the same accountability and focus on learning outcomes as face-to-face classes. Online classes go through an established and rigorous curriculum review process. LAMC complies with Title 5, Section 55206, which requires “that each proposed or existing course, if delivered by distance education, shall be separately viewed and approved according to a district’s certified course approval process.” Online/hybrid classes at LAMC Mission are reviewed through the Program Review process.

Curriculum Committee approval of new online classes certifies that the following requirements have been met:

- **Course Quality Standards (Title 5, section 55202)**
  The same standards of course quality are applied to distance education courses as are applied to traditional classroom courses.

- **Course Quality Determinations**
  Determinations and judgments about the quality of the distance education course are made with the full involvement of the faculty as defined by Administrative Regulation E-65 and college curriculum procedures.

- **Instructor Contact (Title 5, section 55204)**
  Each section of the course which is delivered through distance education will include regular effective contact between the instructor and students. To ensure “regular effective contact,” the DE Committee adopted a “DE Online Absence Policy” on September 29, 2009.

All of LAMC online/hybrid classes at LAMC have the same clearly defined Student Learning Outcomes (SLOs) as face-to-face courses, and students are assessed for their achievement.

Faculty performance is evaluated to ensure quality instruction. Students are given access to online services, including an online HELP DESK for using the course management system (MOODLE), student services (e.g., registration, financial aid, orientation), and educational resources (e.g., library research databases and online self-help tutoring resources.)

Los Angeles Mission College submitted a substantive change proposal for the Paralegal Studies Program in February 2009 due to the fact it was offering more than 50 percent of its Paralegal Program courses via distance education. The substantive change proposal was approved by the Accrediting Commission for Community and Junior Colleges on June 2, 2009. A second
Substantive Change Proposal for the College as a whole was approved by the Commission on June 6, 2012.

Los Angeles Mission College verifies student identity with a secure log-in and password. To take a distance education course, a student must go through the LAMC admissions process and receive a student ID number. The username and password used to access the course are based on the student’s ID number and date of birth. Faculty are encouraged to report any suspected violations regarding student identity.

**Policy of Institutional Compliance with Title IV**

LAMC adheres to internal default management strategies that include:

- Educating students on responsible borrowing by providing entrance and exit loan counseling sessions which are mandatory for all applicants
- Checking students’ previous loan histories to ensure they have not exceeded aggregate loan limits
- Communicating to students to apply for loans only if necessary

LAMC’s current student loan default rate is 15 percent (3-year official) and 12.9 percent (2-year official).

**Policy on Institutional Advertising, Student Recruitment, and Representation of Accredited Status**

Advertisements, publications, and promotional literature are clear and factually accurate and provide current information about LAMC. The College Catalog is posted on the College Web site and contains all the information listed in this policy as well as locations or publications where other policies may be found such as Board Rules. LAMC’s accredited status is truthfully represented on the Web site and in the College Catalog, and information on filing complaints with the Commission also is included.

Student recruitment of athletes is conducted by coaches and volunteers who are required to take a compliance test each year to verify that they will abide by the constitutional articles and by-laws of the California Community Colleges Athletic Association (CCCAA), the governing body of athletics in the state’s community colleges. High school outreach is coordinated by the Vice President of Student Services Office, STEM outreach student workers, and the Office of Academic Affairs High School concurrent enrollment. Recruitment conducted by special programs on campus, such as Extended Opportunity, Programs, and Services (EOP&S), is carried out by trained employees of the campus.

**Policy on Institutional Degrees and Credits**

LAMC conforms to commonly-accepted minimum program length of 60 semester credit hours for an associate degree. LAMC’s policy for determining a credit hour meets commonly accepted
academic expectations and the California Code of Regulations: one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work per week for 15 weeks for one semester (and at least the same for other academic activities labs, internships, and studio work). A semester hour includes 45 clock hours of instruction. An academic year has 32 weeks of instructional time in credit hours. A full-time student is expected to complete at least 24 semester credit hours in an academic year. LAMC’s definitions of a program, a certificate, and an associate degree are the same as those definitions noted in the Commission policy.

Policy on Contractual Relationships with Non-Regionally Accredited Organizations

LAMC does not contract responsibilities for programs and services with any non-regionally accredited organizations.

Policy on Institutional Integrity and Ethics

Los Angeles Mission College provides the Commission with available, accurate, complete, and current information and reports. All follow-up, midterm, and comprehensive reports have been submitted in a timely fashion and have been approved by the Commission. The College also provides the public with accurate information in its catalog, schedule, brochures, and reports as well as on its Web site.

LAMC has policies to ensure academic honesty, integrity in hiring processes, and prohibitions on conflicts of interest, including board rules that the Board of Trustees, the District, and College personnel must follow. The Board is bound by Board Rule 2300.10 on ethical behavior and Board Rule 2300.11 on procedures for sanctioning trustees in case of ethics violations. The District regularly reviews policies and regulations through the Office of General Counsel. Faculty members are bound by an ethics code based on the American Association of University Professors statement of professional ethics, which explains how violations of the code are to be handled. All other personnel must abide by Board Rule 1204, Code of Ethics. LAMC demonstrates honesty and integrity in its dealings with students and prospective students. Due process protections are ensured by collective bargaining agreements.

The College cooperates with the ACCJC by preparing for site visits and welcomes visiting teams or Commission representatives in a spirit of collegiality. The College community is committed to the concept of peer review and external evaluation and assists peer evaluators in performing their duties. The College strives to comply with Eligibility Requirements, Standards, and Commission policies. Both the College and the District establish processes to receive complaints anonymously and address questionable accounting practices or activities; for example, the creation of a Whistleblower Program to report concerns related to the bond construction program.