



ACCREDITATION COUNCIL FOR BUSINESS SCHOOLS AND PROGRAMS

Igniting a Standard of Excellence in Business Education Worldwide

April 28, 2018

Dr. Judith Mitchell
President
Joliet Junior College
1215 Houbolt Road
Joliet, Illinois 60431

Dear President Mitchell:

The Associate Degree Board of Commissioners met on April 16-17, 2018 and approved the business program reaffirmation for Joliet Junior College. Congratulations!

Joliet Junior College is conditionally reaffirmed with the following Notes and Condition:

Place a Note on Standard 3 - Criterion 3.4. The Associate Degree Board of Commissioners were unable to locate Table 1 Student and Stakeholder-Focused Results, which is necessary to complete to demonstrate a structured system to obtain meaningful data and create a more practiced follow-up process regarding the identification of stakeholders needs.

Place a Note on Standard 4 - Criterion 4.1. While the Associate Degree Board of Commissioners commends the faculty for their strong desire to develop the student learning outcomes assessment framework, neither evidence of a student learning outcomes assessment process nor Table 2 were provided. It is necessary to complete the tables provided by the board addressing the requirements for the standards. By inputting the data in the proper table format addresses the outcome, how it is being measured, the data collected and analyzed and how those results are used for continuous improvement.

Place a Note was on Criterion 4.2. Implementation of course and program-level assessment processes informs on the achievement of program outcomes, which is separate from Student Learning Outcomes. The Associate Degree Board of Commissioners found no evidence that survey data of graduates, transfer institutions, or employers of graduates exists and further found that the links to the Program Review Reports were unavailable on the College's website.

Place a Note on Standard 5 - Criterion 5.2. The Associate Degree Board of Commissioners recognizes the high quality of the faculty team. However, the tables that ACBSP provide to the membership schools gives detailed instructions on what to include and how to record the information. For example, we need to see not only the course name, but also the course prefixes,

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the number of credit hours taught for each class, etc. Please review the tables and report on the missing data on your next QA report.

Place Notes on Standard 6 - Criteria 6.2, 6.3, and 6.4: While the Associate Degree Board of Commissioners acknowledges that the 25% standard is being met for the professional, general education and business major according to the tables provided, all the program tables except for the Transfer Business Major Associate Degree have total percentages greater than 100%. The Professional Component includes a higher number of credit hours than what are actually required for the degree. The total number of credit hours represented in the tables should equal the total number of hours required for completion of the degree.

Place a Note on Standard 6 Criterion 6.5: While the Associate Degree Board of Commissioners commends the College on the expansion to the Romeoville campus, tracking credit hour generation by campus is essential and required for reporting in Criterion 6.5, but was not provided.

Place a Condition on Criterion 6.11: The Associate Degree Board of Commissioners was unable to locate information related to student achievement on the institutional website, which results in an automatic Condition on the report. Institutions must routinely provide reliable information to the public on performance, including student achievement such as assessment results and program outcomes including enrollment, retention and graduation results.

Further, the Associate Degree Board of Commissioners appreciate the information provided throughout Standard 6. However, it is necessary to complete all information as well as the tables provided by the commission and Table 7 is missing. By inputting the data in the proper table format, the outcome, how it is being measured, the data collected and analyzed and how results are used for continuous improvement are apparent.

Opportunities for improvement can be viewed in the feedback report at the portal.

Conditions and notes indicate that either the Standard or Criteria is not fully met, and should be viewed as an opportunity to move your program to a higher level of excellence. It would be extremely rare that a school receive accreditation without these conditions or notes given ACBSP's Core Value of Continuous Improvement and Organizational Learning, that "Business schools and programs should pursue regular cycles of planning, execution, and evaluation of every process and system. Ongoing improvement of these processes and systems leads to ever higher quality and student/stakeholder satisfaction."

Progress on the Notes and Condition must be reported in future Quality Assurance Reports. You are encouraged to work with Ms. Cara Beth Johnson on the removal of the Notes and Condition. Commissioner Johnson may be contacted by phone at: 580-628-6340, or by e-mail at: Carolyn.johnson@noc.edu. You may also contact Diana Hallerud at 913-339-9356, or by e-mail at dianahallerud@acbsp.org.

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You must provide a report on the notes and condition in the online reporting portal on **2/15/2020**. The condition must be removed by 2/15/2022. Your first full Quality Assurance Report will be due on **2/15/2022**. Once the condition is removed, your reaffirmation will be due in **2028**.

ACBSP will inform the public of decisions on accreditation status made by the Boards of Commissioners by posting the accreditation decisions on the ACBSP Website. The decisions on accreditation status can be accessed from www.acbsp.org/?page=decisions and will appear as the following:

Joliet Junior College (Joliet, IL)

Conditional Reaffirmation of Accreditation granted with improvement opportunities in the following standards and criteria: Notes on Standard 3 - Criterion 3.4; Standard 4- Criterion 4.1 and 4.2; Standard 5 - Criterion 5.2; Standard 6 - Criterion 6.2, 6.3, 6.4, and 6.5; and a Condition on Criterion 6.11.

BASIS FOR ACCREDITATION DECISION: Meets the overall requirements of the six ACBSP standards.

If you have any comments concerning this notification, please let me know.

ACBSP encourages you to publicly announce that your business programs are accredited. In the next few weeks, we will be sending you, via e-mail, a sample ACBSP Press Release and ACBSP Logo files for publicizing your accreditation. As you prepare these materials, the following is your official ACBSP statement:

The following business programs at Joliet Junior College are accredited by the Accreditation Council for Business Schools and Programs:

**Accounting, AAS Degree
Business Administration, AAS Degree
Marketing, AAS Degree
Management & Supervision, AAS Degree**

Please take this opportunity to review the accuracy of the programs listed above as well as the institution name (below) as it will appear on your Certificate of Accreditation. If any information is not correct, please notify Diana Hallerud via e-mail at dianahallerud@acbsp.org and provide the correction by May 15, 2018.

Name of institution as it will appear on the certificate:

**Joliet Junior College
Joliet, Illinois**

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The **2018 ACBSP Conference will be June 8-11 in Kansas City, Missouri.** Our host hotel will be the Kansas City Marriott Downtown. Please mark your calendar to join us in Kansas City for our 30th Anniversary Celebration, where we will honor you and all other schools receiving initial or reaffirmation of accreditation during the 2017-2018 membership year. You are encouraged to attend along with your Chief Academic Officer and Dean or Head of the Business School or Program. Many institutions invite faculty to this prestigious celebration. Your institution will also be announced during the Associate Degree Institution annual meeting held at the conference.

There is a breakfast on Sunday morning, June 10 for registered conference attendees from institutions receiving initial or reaffirmation of accreditation. At least one institutional representative must attend the breakfast. The purpose of the breakfast is to more personally congratulate the institutional representatives and to outline the procedures that will be followed at the accreditation gala.

In addition to the breakfast, a professional photographer will be available on Sunday, June 10 to photograph all institutional representatives along with the ACBSP Chief Accreditation Officer and the Chair of the Associate Degree Board of Commissioners. Appropriate dress for the photo session and gala is business professional.

For updates on the Conference, visit the ACBSP website, www.acbsp.org. Online registration is available beginning in January.

Congratulations on maintaining such high-quality business programs.

Sincerely,



Steve Parscale, Ph.D.
Chief Accreditation Officer

Cc: Dr. Randall P. Fletcher, Vice President of Academic Affairs
William O'Connor, Chair, Business Department
Ms. Michelle Meyer, Professor
Mr. Wayne Gawlik, Professor
Ms. Cara Beth Johnson, Associate Degree Board of Commissioners