



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

*Western Association
of Schools and Colleges*

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July 2, 2012

Ms. Sue Johnson
Interim Chancellor
Ventura County Community College District
255 W. Stanley Ave, Ste 150
Ventura, CA 93001

Dear Chancellor Johnson:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 6-8, 2012, considered the Special Report submitted by the Ventura County Community College District (VCCCD) and the report of the evaluation team which visited Monday, April 16, 2012. The Commission acted to continue the colleges of the VCCCD on **Probation**.

Probation is imposed when the Commission finds that an institution has deviated significantly from Commission Eligibility Requirements, Accreditation Standards or Commission policies, or has failed to respond to conditions imposed upon it by the Commission, including warning. The Commission will specify a time within which the institution must resolve deficiencies and may subject the institution and district to required reports and evaluation visits. During the probation period the institution remains accredited.

The Commission reminds the District of the requirement that the three colleges of VCCCD complete a Follow-Up Report by **October 15, 2012**. That report will be followed by a visit of Commission representatives.¹

The Follow-Up Report submitted by all three institutions must demonstrate that the institutions have addressed the district recommendations noted below (as stated in the February 2, 2012 Commission action letters), resolved the deficiencies, and now meet Eligibility Requirements, Accreditation Standards and Commission policies. Additionally, Ventura College is required to address College Recommendations 3, 4, 6 and 8 noted in the College's February 2, 2012 action letter.

The District Recommendations, identified by comprehensive evaluation teams in 2010 and which apply to all colleges within the district, are as follows:

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Ms. Sue Johnson
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District Recommendation: 1

In order to meet the Standards, the District, in concert with the three colleges, shall develop clearly defined organizational maps that delineate the primary and secondary responsibilities of each, the college-to-college responsibilities, and that also incorporate the relationship of major District and college committees established to assure the integrity of activities related to such areas as budget, research, planning, and curriculum. (IV.B.3.a-b, IV.B.3.g)

District Recommendation: 2

In order to meet the Standard, the District, in concert with the three colleges, shall document evidence that a review of District Policies and Procedures that may impede the timely and effective operations of the departments of the colleges has taken place and that appropriate modifications are made that facilitate the operational effectiveness of the colleges. A calendar that identifies a timeline for the regular and consistent review of policies shall be developed. (IV.B.1.e)

District Recommendation: 3

In order to increase effectiveness, the Teams recommend that the District conduct a periodic outcomes assessment and analysis of its strategic planning and decision-making processes, leading to sustainable continuous quality improvement in educational effectiveness in support of student learning and district-wide operations. (IV.B.3)

District Recommendation: 4

In order to improve communications, the Teams recommend that the District assess the effectiveness of its formal communications and utilize constituency and community input/feedback data to implement improvements to ensure that open and timely communication regarding expectations of educational excellence, operational planning, and integrity continues and is enhanced at all levels of the organization. (III.A.3, IV.B.3)

District Recommendation: 5

In order to meet the Standard, the Board of Trustees shall complete an analysis of its self assessment pursuant to Board Policy 2745 and formally adopt expected outcomes and measures for continuous quality improvement that will be assessed and reported as a component of the immediately succeeding self-assessment. (IV.B.1.g)

District Recommendation: 6

In order to meet the Standards, the Board of Trustees shall establish clearly written policies and corresponding procedures to ensure that decision-making is administered by staff in an equitable and consistent manner across and within the three colleges. (III.A.3.a, III.A.4.c, IV.B.1.b-c)

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District Recommendation: 7

In order to meet the Standards, the Board of Trustees shall assess its actions in relation to its policy making role and implement a program for ongoing Board member professional development to enhance and improve the demonstration of its primary leadership role in assuring the quality, integrity, and effectiveness of the student learning programs and services delivered by the District colleges. (IV.A.3, VI.B.1. e-g)

Commission Concern: The team report confirmed that board development activities had been provided and all board members were encouraged to attend. At the same time, the team expressed concern about the consistency and long-term sustainability of the Board's demonstration of its primary leadership role and reiterates its recommendation for evidence of ongoing professional development for all Board members. Specifically, the Commission notes a particular board member's disruptive and inappropriate behavior and the entire board's responsibility to address and curtail it. (Eligibility Requirement 3; Standard IV.B.1.g, h. i) The Commission also notes that the continued behavior and non-compliance of the District jeopardizes the accreditation of the VCCCD colleges.

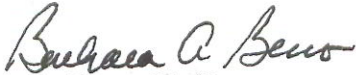
I wish to inform you that under U.S. Department of Education regulations, institutions out of compliance with Accreditation Standards or on sanction are expected to correct deficiencies within a two-year period or the Commission must take action to terminate accreditation. The Commission's *Policy and Procedures for the Evaluation of Institutions in Multi-College Districts or Systems* clarifies that the integrity of the district falls within the scope of the institution's accreditation. All three colleges of the Ventura County Community College District must correct the deficiencies by **October 2012** or the Commission will be compelled to act.

The March 15, 2012 Special Report will become part of the accreditation history of the colleges and should be used in preparing for the next comprehensive evaluation. I have previously sent a copy of the Follow-Up Visit Evaluation Report. Additional copies may now be duplicated. The Commission requires that you give the Special Report, the Follow-Up Visit Evaluation Report, and the Commission action letter appropriate dissemination to your District and College staff and to those who were signatories of the report. This group should include the colleges' leadership, and the Board of Trustees. The Commission also requires that the Special Report, the Follow-Up Visit Evaluation Report, and the Commission action letter be made available to students and the public. Placing a copy on the colleges' websites can accomplish this.

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Ventura County Community College District
July 2, 2012

On behalf of the Commission, I wish to express continuing interest in the institutions' educational quality and students' success. Professional self-regulation is the most effective means of assuring institutional integrity, effectiveness, and quality.

Sincerely,



Barbara A. Beno, Ph.D.
President

BAB/tl

cc: President, Board of Trustees, Ventura County Community College District
Dr. Pam Eddinger, President, Moorpark College
Dr. Richard Duran, President, Oxnard College
Dr. Robin Calote, President, Ventura College
Dr. Gilbert Stork, President, Cuesta College, Team Chair

¹ Institutions that will be preparing and submitting Midterm Reports, Follow-Up Reports, and Special Reports to the Commission should review *Guidelines for the Preparation of Reports to the Commission*. It contains the background, requirements, and format for each type of report and presents sample cover pages and certification pages. It is available on the ACCJC website under College Reports to ACCJC at: (<http://www.accjc.org/college-reports-accjc>).