



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

*Western Association
of Schools and Colleges*

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June 29, 2015

Dr. Frank Chong
Superintendent/President
Santa Rosa Junior College
1501 Mendocino Avenue
Santa Rosa, CA 95401

Dear President Chong:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on June 3-5, 2015, reviewed the Institutional Self Evaluation Report and the Report of the External Evaluation Team that visited Santa Rosa Junior College March 9-12, 2015.

College Accreditation Reaffirmed:

The Commission took action to **reaffirm accreditation** and require the College to submit a Follow-Up Report in March 2016. Reaffirmation is granted when the institution substantially meets or exceeds the Eligibility Requirements, Accreditation Standards, and Commission policies. Reaffirmation with a Follow-Up Report is required when there are deficiencies leading to noncompliance which do not create an immediate risk to the institution's quality and effectiveness. However, if they are not addressed and fully resolved in a short time, they may threaten educational quality and institutional effectiveness, and lead to increased noncompliance.

Santa Rosa Junior College should submit the Follow-Up Report by **March 15, 2016**.¹ The Follow-Up Report should demonstrate that the College has resolved the deficiencies which led to noncompliance and that it meets the Standards. The Report should address the recommendations noted below.

Need to Resolve Deficiencies:

The Accreditation Standards represent practices that lead to academic quality and institutional effectiveness. Deficiencies in institutional policies, procedures, practices, and outcomes which lead to noncompliance with any Standards will impact quality at an institution, and ultimately the educational environment and experiences of students.

The Commission found Santa Rosa Junior College out of compliance with the following Eligibility Requirements and Accreditation Standards: Eligibility Requirements 14, 16, and 17, and Standards II.B.1, II.B.3.a, II.C.1, II.C.1.c, III.A.1.c, III.D.1.b, III.D.1.c, III.D.3.a, and IV.B.2.d.

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The External Evaluation Report that was sent to the institution provides details of the team's findings with regard to each Eligibility Requirement and Accreditation Standard and should be read carefully and used to understand the team's findings. College Recommendations 3, 4, and 5 provide guidance for coming into compliance.

Recommendation 3: In order to meet the Standards, the team recommends that the College assure comprehensive, reliable, and equitable student support services for all students, regardless of location or means of delivery. (Standards II.B.1, II.B.3.a, II.C.1, II.C.1.c, Eligibility Requirements 14, 16)

Recommendation 4: In order to meet the Standard, the team recommends that all faculty have as a component of their evaluation effectiveness in producing student learning outcomes. (Standard III.A.1.c)

Recommendation 5: In order to meet the Standards, the team recommends that the College develop and implement a plan to assure ongoing financial stability and a contingency plan to meet financial emergencies and unforeseen occurrences. (Standards III.D.1.b, III.D.1.c, III.D.3.a, IV.B.2.d, Eligibility Requirement 17)

Increasing Institutional Effectiveness:

In its report, the team noted Recommendations 1 and 2 for increasing institutional effectiveness. These recommendations do not identify current areas of deficiency in institutional practice, but highlight areas of practice for which College attention is needed. The Commission requires that institutions address recommendations for increasing institutional effectiveness as an aspect of maintaining compliance with Standards and continuous quality improvement. The College should plan to fully address all improvement recommendations in the Midterm Report.

Additional Information:

Under U.S. Department of Education enforcement regulations, the Commission is required to take immediate action to terminate the accreditation of an institution which is out of compliance with any Standard. In the alternative, the Commission can provide the institution with additional notice and a deadline for coming into compliance that is no later than two years from when the institution was first informed of the noncompliance. With this letter, Santa Rosa Junior College is being provided with notice of the Standards for which it is out of compliance and is being provided time to meet the Standards.

In its self evaluation process, Santa Rosa Junior College also identified improvement plans it intends to undertake. These improvement plans should be linked to Santa Rosa Junior College's ongoing evaluation and improvement work.

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Santa Rosa Junior College
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The guidance and recommendations contained in the External Evaluation Report represent the best advice of the peer evaluation team at the time of the visit but may not describe all that is necessary for the College to come into compliance. While an institution may concur or disagree with any part of the Evaluation Team Report, Santa Rosa Junior College is expected to use the External Evaluation Team Report to improve educational programs and services. In addition, the College has the responsibility to accept the Commission's action and to uphold the integrity of the accreditation process by accurately portraying it and helping institutional constituencies to understand the Eligibility Requirements, Accreditation Standards, and Commission policies pertinent to the Commission action.

I have previously sent you a copy of the External Evaluation Report. The Commission requires that the College give the Institutional Self Evaluation Report, the External Evaluation Team Report, and this letter appropriate dissemination to College staff and to those who were signatories of the College Self Evaluation Report. This group should include the campus leadership and the Board of Trustees. The Commission also requires that these documents be made available to students and the public by placing a copy on the College website. *Please note that in response to public interest in disclosure, the Commission now requires institutions to post accreditation information on a page no more than one click from the institution's home page.*

On behalf of the Commission, I wish to encourage your continued work to ensure Santa Rosa Junior College's educational quality and to support students' success. Professional self-regulation is the responsibility of an accredited college and the accreditor. Thank you for sharing in that responsibility.

If you should have any questions concerning this letter or the Commission action, do not hesitate to contact me.

Sincerely,



Barbara A. Beno, Ph.D.
President

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¹ Institutions 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* found on the ACCJC website at: (<http://www.accjc.org/college-reports-accjc>).