



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

*Western Association
of Schools and Colleges*

10 COMMERCIAL BOULEVARD
SUITE 204
NOVATO, CA 94949
TELEPHONE: (415) 506-0234
FAX: (415) 506-0238
E-MAIL: accjc@accjc.org
www.accjc.org

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July 3, 2013

Mr. Wes Bryan
President
Golden West College
15744 Golden West Street
Huntington Beach, CA 92647

Dear President Bryan:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 5-7, 2013, reviewed the Institutional Self Evaluation Report and the report of the External Evaluation Team that visited Golden West College March 18-21, 2013.

The Commission acted to issue **Warning** and require Golden West College correct the deficiencies noted. The College is required to complete a **Follow-Up Report by March 15, 2014**. The College must demonstrate resolution of the deficiencies noted in the 2013 Evaluation Report: District Recommendations 1, 2, 3, and 4, the Commission Recommendation 1, and College Recommendations 2, 3, 4, 5, and 6. The Report will be followed by a visit of Commission representatives.¹

Warning is issued when the Commission finds that an institution has pursued a course deviating from the Commission's Eligibility Requirements, Accreditation Standards or Commission policies to an extent that gives concern to the Commission. The Commission may require an institution to correct its deficiencies, refrain from certain activities, or initiate certain activities. The Commission will specify the time within which deficiencies must be resolved, and may require additional reports and evaluation visits. During the warning period, reaffirmation is delayed, but the institution remains accredited and will be reaffirmed when the issues giving rise to the warning are fully resolved and the institution is removed from warning.

The Follow-Up Report of March 2014 should demonstrate that the institution has fully addressed the recommendations noted below, resolved the deficiencies, and now meets all Eligibility Requirements, Accreditation Standards, and recommendations identified in the External Evaluation Team Report.

District Recommendation 1: To meet the Standard, and as recommended by the 2007 Orange Coast team, the team recommends that faculty and others directly responsible for student progress toward achieving stated student learning outcomes have, as a component of their evaluation, effectiveness in producing those learning outcomes. (Standard III.A.1.c)

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District Recommendation 2: To meet the Standards, and as recommended by the 2007 team, the team recommends that the Board and district follow their policies regarding the delegation of authority to the Chancellor for effective operation of the district and to the college presidents for the effective operation of the colleges. Further, the team recommends that the district develop administrative procedures that effectively carry out delegation of authority to the Chancellor and the college presidents. (Standards IV.B.1.j, IV.B.3.a, IV.B.3.g)

District Recommendation 3: To meet the Standard, the team recommends that the Board of Trustees follow its established process for self-evaluation of Board performance as published in its board policy. (Standard IV.B.1.g)

District Recommendation 4: To meet the Standards, and as recommended by the 2007 team, the team recommends that the Board implement a process for the evaluation of its policies and procedures according to an identified timeline and revise the policies as necessary. (Standard IV.B.1.e)

Commission Recommendation 1: To meet the Standards, the District needs to examine the role of the four board employees who report directly to the Board of Trustees to ensure there is no conflict with the delegation of authority of the Chancellor and the college presidents. (Standard IV.B.3.a, IV.B.3.b)

College Recommendation 2: In order to fully meet the Standards and improve institutional planning, the College must implement a process to more specifically create and link objectives that lead to accomplishment of the institutional goals and improvement in Key Performance Indicators (KPIs). (I.A.1, I.A.4, I.B.1-7, III.B.2.b)

College Recommendation 3: In order to meet the Standards, it is recommended that the College complete the process of mapping (aligning) course-level SLOs with program-level SLOs and general education SLOs and expedite the process of assessing all SLOs. Doing so will allow the College to ensure that it is awarding credit based on student achievement of a course's stated learning outcomes as well as awarding degrees and certificates based on student achievement of stated learning outcomes. (II.A.2.f, II.A.2.h, II.A.2.i, ER 10, ER 19)

College Recommendation 4: In order to meet the Standards, it is recommended that the College ensure that all students receive a course syllabus containing course-level student learning outcomes, properly labeled, for all courses regardless of delivery modality. (II.A.6)

College Recommendation 5: In order to meet the Standards, the College must develop and implement a policy and/or procedure for measuring the program length and intended outcomes of degrees and certificates offered by the College. (II.A, II.A.1, II.A.2, II.A.2.h, II.A.6.a-c)

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College Recommendation 6: In order to meet the Standards, the College must develop financial planning processes that include the following:

- a. Consideration of its long-range financial priorities when making short-range financial plans
- b. Development of financial plans that are integrated with and supports all institutional plans
- c. Development of an enrollment management plan in order to maintain the financial viability of the organization, (as noted in 2000 and 2007). (Standard III.D.1.a, III.D.1.c)

I wish to inform you that under U.S. Department of Education regulations, institutions out of compliance with Standards or on sanction are expected to correct deficiencies within a two-year period or the Commission must take action to terminate accreditation. Golden West College must correct the deficiencies noted in recommendations above no later than March 15, 2015, or the Commission will be required to take adverse action.

The External Evaluation Report 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. The recommendations contained in the External Evaluation Team Report represent the best advice of the peer evaluation team at the time of the visit, but may not describe all that is necessary to come into compliance. -

Institutions are expected to take all actions necessary to comply with Eligibility Requirements, Accreditation Standards and Commission policies. The Commission wishes to remind you that while an institution may concur or disagree with any part of the report, the College is expected to use the External Evaluation Report to improve educational programs and services and to resolve issues identified by the Commission.

The College conducted an educational quality and institutional effectiveness review as part of its self evaluation. The Commission suggests that the plans for improvement of the institution included in its Self Evaluation Report be used to support the continuing improvement of Golden West College.

I have previously sent a copy of the External Evaluation Report. Additional copies may now be duplicated. The Commission requires you to give the Evaluation Report and this letter dissemination to your College staff and to those who were signatories of your College Self Evaluation Report. This group should include the campus leadership, the Chancellor, and the Board of Trustees.

The Commission also requires that the Institutional Self Evaluation Report, the External Evaluation Report, and this Commission action letter be made available to students and the public by placing a copy on the College website. *Please note that in response to public interest*

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in disclosure, the Commission now requires institutions to post accreditation information on a page no farther than one click from the institution's home page. If you would like an electronic copy of the External Evaluation Report, please contact Commission staff.

Finally, ACCJC staff is available to assist the College with consultation and advice on the recommendations identified above. Please do not hesitate to contact us.

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

Sincerely,



Barbara A. Beno, Ph.D.
President

cc: Mr. Dwayne Thompson, Accreditation Liaison Officer
Dr. Andrew C. Jones, Chancellor, Coast Community College District
President, Board of Trustees
Ms. Deborah Ikeda, Campus President, Willow International Community College
Center, Team Chair

Enclosure

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. The Guidelines contain the background, requirements, and format for each type of report and presents sample cover pages and certification pages. The Guidelines are available on the ACCJC website under College Reports to ACCJC at: (<http://www.accjc.org/college-reports-accjc>).