July 2, 2012

CORRECTED LETTER

Ms. Jill Stearns
President
Modesto Junior College
435 College Avenue
Modesto, CA 95350

Dear President Stearns:

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 Modesto Junior College and President Retterer’s presentation at the Commission meeting. The purpose of the review was to assure that the institution had responded to the two recommendations made by the 201 evaluation team for which the Commission required a Special Report in March 2012.

The Commission reminds Modesto Junior College of the requirement to submit a Follow-Up Report by October 15, 2012. That report will be followed by a visit of Commission representatives.

The Follow-Up Report should demonstrate that the institution has responded to the recommendations noted below, resolved the deficiencies, and now meets Eligibility Requirements and Accreditation Standards. The College’s Follow-Up Report and the report of the evaluation team will be considered at the January 2013 Commission meeting, at which time the Commission will consider Modesto Junior College’s status of accreditation.

The Commission requires the College to submit a Follow-Up Report by October 15, 2012 on the following District and College recommendations:

**Yosemite Community College District Recommendation 1**
In order to fully meet the standard and improve the effectiveness of its human resources, the team recommends the systematic evaluation of all personnel at stated intervals with appropriate documentation. (Standards III.A, III.A.1.a.)

**Yosemite Community College District Recommendation 2**
In order to fully meet the standard, the teams recommend that the district and the colleges review institutional missions and their array of course offerings and programs in light of their current budgets. (Standards III.D III.D.1, ER17.)

**Yosemite Community College District Recommendation 3**
The team recommends the district and Board of Trustees develop policies on the Delegation of Authority to the college president. (Standards IV.A.2.a, IV.B.3.e.)
Yosemite Community College District Recommendation 4
The team recommends the district develop policies that clearly define, and follow, the process for hiring and evaluating the college president. (Standards III.A, III.A.1, IIIA.3; ER3, ER5.)

Modesto Junior College Recommendation 1
In order to fully meet the standards for mission and effectiveness, the team recommends the college analyze community demographic and student enrollment data to more descriptively define the intended student population and emphasize their commitment to student learning in the mission statement. The team further recommends that course and program planning be explicitly linked to the defined population so the college is able to clearly assess its success in institutional planning, decision making, and meeting student needs as related to its mission. (Standards I.A, I.A.1, I.A.4; II.B.3; ER2.)

Modesto Junior College Recommendation 2
The team recommends the college attain the level of proficiency according to the ACCIC Rubric for Student Learning Outcomes by 2012. The college must ensure that faculty members differentiate between course learning outcomes and course objectives. It must also establish clear standards for assessing course learning outcomes that will inform course-level curricular and pedagogical improvement. In addition, the college must complete its development of outcomes at the program and institutional levels. The college must demonstrate that it assesses the outcomes and uses them in college decision making processes to improve institutional effectiveness. The college must create venues to maintain an ongoing, collegial, self reflective dialogue about the continuous improvement of student learning and institutional processes. Student Services must develop and implement student learning outcomes, establish systems of assessment to make improvements in the delivery of its programs and services, and communicate to students these learning outcomes. (Standards I.B.1, I.B.3, I.B.4, I.B.5, I.B.6; II.A.2.i, II.B.4; ER10.)

Modesto Junior College Recommendation 5
In order to fully meet the standard, the team recommends the college strengthen and clarify the linkages and complete the cycle within the planning and budget process to ensure institutional effectiveness; engage in consistent systematic evaluation of the process; and codify, publish and adhere to the process. In addition, the college must integrate student learning outcome assessment results into the planning and budget process and strengthen the integration of technology planning with integrated planning and resource allocations. (Standards I.B.4, I.B.5, I.B.6, I.B.7; II.A, II.B; III.C.2, III.D.1; ER10.)

Modesto Junior College Recommendation 6
In order to meet the standard, the college must assess the current governance structure, review and implement changes to strengthen its infrastructure, and evaluate it on a regular basis. The team recommends the college develop a comprehensive participatory governance handbook that clearly identifies roles and responsibilities of participatory governance committees and constituent roles in the participatory process. (Standards IV.A.1, IV.A.2, IV.A.2.a, IV.A.2.b, IV.A.3.)
Modesto Junior College Recommendation 7
In order to meet the standard, the team recommends the college develop and implement a distance education plan as identified in the Substantive Change Report, 2010. (Standards II.A.1, II.A.1.b, II.A.2.d.)

Modesto Junior College Recommendation 8
In order to meet the standard, the team recommends the college develop a consistent, transparent, and readily available tracking system that documents evaluations for faculty and tracks progress in order to verify performance improvement. (Standards III.A.1.a, III.A.1.b, III.A.5.a, III.A.6.)

I also wish to inform you that under U.S. Department of Education regulations, institutions on sanction are expected to correct deficiencies within a two-year period or the Commission must take action to terminate accreditation. Modesto Junior College must correct the deficiencies noted by October 2013 or the Commission will be compelled to act.

The Commission requires that you give the Special Report appropriate dissemination to your College staff and to those who were signatories of your report. This group should include the Chancellor, campus leadership, and the Board of Trustees. The Commission also requires that the College make the Special Report and the Commission action letter available to students and the public. Placing copies on the College website can accomplish this.

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 institutional integrity, effectiveness, and quality.

Sincerely,

Barbara A. Beno, Ph.D.
President

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cc: Dr. Joan Smith, Chancellor, Yosemite Community College District
    Dr. James Fay, Accreditation Liaison Officer
    President, Board of Trustees, Yosemite Community College District

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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. 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-reports-accjc).