

February 1, 2012

Dr. Mary Retterer
Interim President
Modesto Junior College
435 College Avenue
Modesto, CA 95350

Dear President Retterer:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting January 10-12, 2012, reviewed the institutional Self Study Report, and the report of the evaluation team which visited Modesto Junior College Monday, October 24-Thursdays, October 27, 2011. The Commission also heard the testimony of President Larry Calderon. The Commission acted to impose **Probation** on Modesto Junior College and to require that the College submit a Follow-Up Report by **October 15, 2012**. The report will be followed by a visit of Commission representatives. The Commission also acted to require Modesto Junior College to submit a Special Report by **March 15, 2012**.¹

Probation is imposed when the Commission finds that an institution deviates significantly from the Commission's Eligibility Requirements, Accreditation Standards, or policies, or fails to respond to actions and conditions imposed by the Commission. The accredited status of the institution continues during the probation period. However, the institution's accreditation will not be reaffirmed until the conditions which warranted the sanction are resolved. Probation is being imposed at this time for deficiencies addressed by College Recommendations 1, 3, 4, 5, and 8.

The Follow-Up Report of **October 15, 2012** should demonstrate resolution of the following recommendations:

¹ Institutions that will be preparing and submitting Midterm Reports, Follow-Up Reports, and Special Reports to the Commission will want to review the new publication *Guidelines for the Preparation of Reports to the Commission*. This publication 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: (www.accjc.org/college-reports-accjc).

Dr. Mary Retterer
Modesto Junior College
February 1, 2012
Page Two

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, III.A.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 ACCJC 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.)

Dr. Mary Retterer
Modesto Junior College
February 1, 2012
Page Three

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.)

The Special Report of **March 15, 2012** should demonstrate resolution of the following recommendations:

Modesto Junior College Recommendation 3

The team recommends the college resolve the issues of inadequate library staffing and support services on both campuses. (Standards II.C, II.C.1, II.C.1.a, II.C.1.b, II.C.1.c, II.C.2; ER14, ER16.)

Dr. Mary Retterer
Modesto Junior College
February 1, 2012
Page Four

Modesto Junior College Recommendation 4

The team recommends the college facilities, hours of operation, and staffing be evaluated and modified to assure equitable student access for both campuses (Standards II.C, II.C.1, II.C.1.a, II.C.1.b, II.C.1.c, II.C.2; ER14.) Note: This recommendation was also given to the college by the two previous accreditation teams.

With regard to all recommendations identified above, the Commission is concerned that the turnover of college presidents (Eligibility Requirement 5) has had a negative impact on the institution's ability to remain in continuous compliance with the Eligibility Requirements (ER 5), Accreditation Standards, Commission policies, and has contributed to inconsistent application and implementation of various campus processes. The Commission encourages the District and Board to make every effort to stabilize the leadership of Modesto Junior College.

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. Modesto Junior College must correct the deficiencies noted by **October 2013** or the Commission will be compelled to act.

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

The Commission also requires that the College make the Evaluation Team Report, the Self Study Report and action letter available to students and the public by placing them on the institution's website. These reports will become part of the accreditation history of the College and should be used in preparing for the next comprehensive evaluation. Should you want an electronic copy of the report, please contact Commission staff.

The recommendations contained in the Evaluation Team Report represent the observations of the evaluation team at the time of the visit. The Commission reminds you that while an institution may concur or disagree with any part of the team report, the College is expected to use the report to improve the educational programs and services of the institution.

The College conducted a comprehensive self study as part of its evaluation. The Commission suggests that the plans for improvement of the institution included in its self study efforts be used to support the continuing improvement of Modesto Junior College.

Dr. Mary Retterer
Modesto Junior College
February 1, 2012
Page Five

Finally, ACCJC staff is available to assist the college with consultation and advice on the issues identified in the recommendations noted above.

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 quality.

Sincerely,

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. Joan Smith, Chancellor, Yosemite Community College District
Dr. Karen Walters-Dunlap, Accreditation Liaison Officer
Board President, Yosemite Community College District
Dr. Glenn Roquemore, Team Chair
Ms. Martina Fernandez-Rosario, U.S.D.E.