



**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

Chairperson
MICHAEL T. ROTA
University of Hawaii

Vice Chairperson
SHERRILL L. AMADOR
Public Member

President
BARBARA A. BENO

Vice President
SUSAN B. CLIFFORD

Vice President
KRISTA JOHNS

Vice President
GARMAN JACK POND

Associate Vice President
JOHN NIXON

Associate Vice President
NORVAL WELLSFRY

February 1, 2012

Dr. Jowel Laguerre
Superintendent/President
Solano Community College
4000 Suisun Valley Road
Suisun, CA 94585

Dear President Laguerre:

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 Solano Community College Monday, October 24-Thursday, October 27, 2011. The Commission acted to issue **Warning** and to ask that Solano Community College correct the deficiencies noted. The College is required to complete a Follow-Up Report. 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 of action which deviates from the Commission's Eligibility Requirements, Accreditation Standards, or policy to an extent that raises a concern regarding the ability of the institution to meet The Standards. The accredited status of the institution continues during the warning period. However, the institution's accreditation will not be reaffirmed until the conditions which warranted Warning are resolved. Warning is being issued at this time for deficiencies identified in the team report and associated with Recommendations 2, 3, and 8.

The Commission requires that the Follow-Up Report be submitted by **October 15, 2012**. The Follow-Up Report should demonstrate that the institution has addressed the recommendations noted below, resolved the deficiencies, and now meets Accreditation Standards.

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. Jowel Laguerre
Solano Community College
February 1, 2012
Page Two

Recommendation #1

In order to meet the standards, the team recommends that the College modify its mission statement to identify its intended student population and its commitment to achieving student learning. The College should consistently use the same mission statement in all documents and publications. Additionally, the mission statement should be used by the college as a primary force in decisions made by the College. (Standards I.A.1-4, IV.B.1.b)

Recommendation #2

As noted in recommendations 1, 2 and 3 of the 2005 Accreditation Evaluation Report, and in order to meet the standards, the team recommends that the College build upon its progress in developing an integrated planning process in order to ensure that:

- processes are documented and consistently implemented for all college planning.
- the various college plans are clearly linked to each other and the interrelationship between the plans is clearly articulated.
- program reviews are regularly assessed for quality and incorporated into resource allocation processes.
- all major resource allocation is clearly linked to college planning, including hiring, enrollment management, and bond projects.
- integration of planning and resource allocation occurs in a timely manner.
- planning processes are widely understood and followed by the entire campus community.
- planning processes are ongoing and systematic and continue to be regularly reviewed and revised as necessary.
- there is broad participation and meaningful engagement from all members of the College community in the planning processes.

All planning processes should be clearly linked to fulfillment of the College mission and strategic goals to support continuous improvement of student learning and student success. (Standards I.B.1-7, II.A.2.e-f, II.B.3.a, II.B.4, III.A.6, III.B.2, III.C.2, III.D.1.a-d, IV.A.1, IV.A.2, IV.B.2.b)

Recommendation #3

As noted in recommendation 4 of the 2005 Accreditation Evaluation Report, in order to meet the standards and achieve proficiency in achieving student learning outcomes by fall 2012, the team recommends that the College:

- accelerate its schedule for the completion and assessment of effective and measurable student learning outcomes (SLOs) for courses, instructional programs, and the institution; and that the development and assessment be faculty driven.
 - accelerate the development and assessment of effective and measurable SLOs or service area outcomes (SAOs) for student services and all other operational services.
 - provide SLO/SAO training for all instructional, student services, and all other staff.
- (Standards I.B.3, II.A.1.c, II.A.2.a, II.A.2.b, II.A.2.f, II.A.2.g, II.B.4, II.C.2, ER 10)

Recommendation #4

In order to meet the standards and to ensure institutional effectiveness, the team recommends that resources and support for institutional research be made available to provide necessary and timely data and information for program review, evaluation of institutional effectiveness, documentation of assessment results, and tracking of planning processes. The results of these efforts should be used to demonstrate that the institution regularly uses data in all integrated planning processes and has developed a culture of evidence in all decision making. (Standards I.B, II.A.1.c, II.A.2.e, II.A.2.f, II.B.3, IV.B.2.b)

Recommendation #5

In order to meet the standards, the team recommends that the College expand its data collection, analysis and planning related to meeting the needs and fostering the success of an increasingly diverse student population. Student and staff equity and diversity plans should be fully integrated with the College's planning processes and should include strategies geared toward attracting a diverse pool of qualified applicants able to contribute to the success of the College's student population. (Standards II.A.1.a, II.A.2.d, II.B.3.d, III.A.4.a-c)

Recommendation #6

In order to meet the standards, the team recommends that the College develop mechanisms and learning support systems to ensure that students enrolled in distance education courses are achieving stated learning outcomes at a level comparable with students enrolled in onsite programs and courses. (Standard II.A.1.b-c)

Recommendation #7

In order to meet the standards and increase institutional effectiveness, the team recommends that the College develop and implement appropriate policies and procedures that incorporate effectiveness in producing student learning outcomes into the evaluation process of faculty and others directly responsible for student progress toward achieving student learning outcomes. (Standards II.A.1.c, II.A.2.e, II.A.2.f, III.A.1.c)

Dr. Jowel Laguerre
Solano Community College
February 1, 2012
Page Four

Recommendation #8

In order to meet the standards, the team recommends that the College develop a plan to provide equitable access to appropriate, comprehensive, and reliable services to students who are taking classes at the Vacaville and Vallejo Centers and online. Increased funding and staffing for the libraries at the two centers should be a priority. This plan should also include a regular evaluation of the services. (Standards II.B.3.a, II.C.1)

Recommendation #9

In order to meet the standard, the team recommends that the College develop a clear, written code of ethics for all its personnel. (Standard III.A.1.d)

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. Solano Community College must completely resolve the deficiencies noted in Recommendations 2, 3, and 8, which were originally noted by the 2005 evaluation team, by **October 2012**.

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 Solano Community College.

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 educational programs and services and to resolve issues identified by the Commission.

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 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.

Dr. Jowel Laguerre
Solano Community College
February 1, 2012
Page Five

Finally, ACCJC staff is available to assist the College with consultation and advice on the recommendations identified 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: Mr. J. Arturo Reyes, Accreditation Liaison Officer
Board President, Solano Community College District
Ms. Kathryn Lehner, Team Co-Chair
Mr. Jerry Patton, Team Co-Chair