

RECEIVED

'07 FEB -9 A10:20

UNIVERSITY OF HAWAII
BOARD OF REGENTS

UNIVERSITY OF HAWAII

'07 FEB 13 P2:08
OFFICE OF THE VICE PRESIDENT
FOR COMMUNITY COLLEGES

UNIVERSITY OF HAWAII
PRESIDENT'S OFFICE

MEMORANDUM

February 6, 2007

TO: Kitty Lagareta
Chairperson, Board of Regents

VIA: David McClain *Cinderella*
President

FROM: John Morton *John*
Interim Vice President for Community Colleges

SUBJECT: ACCJC Actions Resulting From the Fall 2006 Comprehensive Visits

Each of the University of Hawai'i community colleges is separately accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association for Schools and Colleges (WASC). In June 2000, the ACCJC reaffirmed the accreditation of each campus through fall 2006. This is the maximum time period allowed by ACCJC policy.

In October 2006, following the preparation of detailed self studies as proscribed in ACCJC policy, each college was visited by teams appointed by the ACCJC to conduct a comprehensive evaluation based on the established ACCJC Standards for Accreditation. Each of the visiting evaluation teams submitted a report to the ACCJC that detailed their findings and made recommendations for the colleges to implement prior to the next visit.

In addition to the seven college evaluation team reports, the chairs of the seven visiting teams undertook an assessment of how the University and Community College systems functioned in support of the colleges, using the ACCJC Standard for Multi-College Districts. Although the system is not accredited, the ability of the system to function in a manner consistent with established ACCJC standards can affect the accreditation status of the individual colleges. This team also submitted a report to the ACCJC with recommendations for the system to implement.

In January 2007, the Commission met to review college self study reports and the reports of the evaluation teams and made a decision on the status of the colleges.

I am happy to report that the Commission removed the Warning from Windward CC, and reaffirmed the accreditation for all the colleges through the fall 2012. Between now and fall 2012, the system and the colleges are required to submit a number of separate reports in

addition to the standard Midterm Reports required of all accredited institutions on the progress being made on the specific recommendations made by the evaluation teams. A summary of the ACCJC requested reports is as follows:

<u>College/System</u>	<u>Required Report</u>	<u>Due Date</u>
Hawai'i CC	Progress Report	10-15-2008
	Midterm Report	10-15-2009
Honolulu CC	Progress Report with a visit	3-15-2008
	Midterm Report	10-15-2009
Kapi'olani CC	Midterm Report	10-15-2009
Kaua'i CC	Focused Midterm Report	10-15-2009
Leeward CC	Midterm Report	10-15-2009
Maui CC	Focused Midterm Report	10-15-2009
Windward CC	Progress Report with a visit	10-15-2007
	Midterm Report	10-15-2009
UH/UHCC System	Special Report with a visit	10-15-2007

Attached are copies of the letters from the Commission that detail the actions taken at the January meeting, and the specific report requirements for each college and the system. Also attached is a portion of the ACCJC policy describing the range of actions that may be taken when colleges are evaluated for reaccreditation.

I would like the opportunity to provide the Board a more detailed briefing at its February meeting.

The complete evaluation team reports are posted on the college and UHCC websites.

- c. Presley Pang
Community College Chancellors
Associate VP Michael Rota
Associate VP Michael Unebasami



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Corrected Letter

Dr. David McClain
President
University of Hawaii
2444 Dole Street Bachman Hall, Room 204
Honolulu, HI 96822

Dear President McClain:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the report of the evaluation team which visited the University of Hawai'i Community College System on Sunday, October 22-Saturday, October 28, 2006. The Commission received the report of the team that visited the system office on Sunday, October 22 and Friday, October 27, 2006, with a requirement that the system complete a Special Report. The report will be followed by a visit by Commission representatives.

The Commission asks that Special Report be submitted by **October 15, 2007**. The Special Report should focus on the system's resolution of the recommendation as noted below:

Recommendation 1: It is recommended that the Office of the President and Vice President of the UH System and Office of the Vice President for Community Colleges conduct a systematic evaluation process to determine the effectiveness of the new community college organization and governance structure between—and among—the system and its community colleges in the areas concerning:

- a. Strategic planning processes (Standards I.B.3);
- b. Program review and assessment practices (Standards I.B.1, II.A.1.c, II.A.2.a,e,f, II.B.1, II.B.3.a, and II.B.4);
- c. The allocation of resources (Standards I.B.6, III.D.1.a, III.D.1.d, IV.B.3.c);
- d. Facilities management, including deferred maintenance (Standard III.B.1.a,b, and III.B.2.B); and
- e. Board and administrative leadership (Standard IV.B.3.a).

The system should implement the improvements/changes that result from the review and widely communicate those outcomes (Standards I.B.3.g, and IV.3.b,f).

I have previously sent you a copy of the evaluation team report. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination to the Chancellors of the individual campuses and the Board of Trustees.

Dr. David McClain
University of Hawaii
January 31, 2007
Page Two

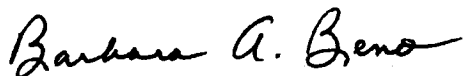
The Commission also requires that the team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, please contact Commission 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 or district/system may concur or disagree with any part of the team report, it is expected that the report will be used to improve the educational programs and services of the institutions and the system.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

On behalf of the Commission, I wish to express continuing interest in the educational programs and services of the University of Hawaii Community Colleges. 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. John Morton, Interim Vice President for Community Colleges
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Dr. Marie Smith, Chair



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Dr. Rockne Freitas
Chancellor
Hawaii Community College
200 W. Kawili Street
Hilo, HI 96720-4091

Dear Chancellor Freitas:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Hawaii Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to reaffirm accreditation, with a requirement that the college complete a Progress Report.

The Commission asks that a Progress Report be submitted by **October 15, 2008**. The Progress Report should focus on the institution's resolution of the recommendations and concerns as noted below:

Recommendation 1: (Part A) The college needs to renew its attention to institutional long-term planning, and the Academic Development Plan, including revising, as appropriate, and systematically implementing its goals, and evaluating progress toward implementation of the goals. Such a plan should be comprehensive and include integrated plans and a vision for educational programs, facilities, staffing, technology, support and infrastructure for technology and student services. (I.A, II.A.1.c, II.A.1.f, III.A.6, III.B.2.b, III.C.1.a.) (Part B) The college should also identify measures of institutional effectiveness, integrated with institutional-level plans, communicate those measures, and evaluate progress on a regular basis. (I.B.1, I.B.2, I.B.3, I.B.4)

Recommendation 2: Along with a focus on institutional planning, the college should align its departmental-level planning and program review, and student learning outcomes on course, program, and institutional levels, with the mission statement, including the mission of the West Campus. (I.A.4)

Recommendation 3: Building upon current student learning outcomes efforts, the college should create a plan, with timelines for implementation, for the complete student learning outcomes framework which includes identifying SLOs at the college, program and course levels, implementing those outcomes across the college, assessing the outcomes, and using the results for improvement. (I.B, II.A.1.c, II.A.1.f.)

Recommendation 4: Academic planning should include dialogue on classes offered, library and student services and scheduling decisions should include all affected areas or locations (centers) before being implemented. (II.A.1.c.)

Recommendation 5: The college update their transition plan for facilities maintenance and improvement for the East campus at Hawaii CC and the leased facilities at West Hawaii and collaborate with the U of H system to secure funding for this plan so the students attending Hawaii CC in the next 5-10 years can be adequately served with appropriate facilities while the new campus is under construction. (II.B.1.a, b.)

Recommendation 6: The college should memorialize governance practices by establishing, publishing, and implementing a comprehensive written policy that defines and delineates the specific roles of faculty, staff, administration, and students in the college's decision-making processes. In order to ensure the integrity and effectiveness of the College's governance and decision-making processes, roles of governance groups, such as College Council and Academic Senate, should be regularly evaluated and results communicated with college constituent groups. (IV.A.2, IV.A.5.)

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination 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 team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, 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.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Hawaii Community College should submit the Midterm Report by **October 15, 2009**. Midterm Reports indicate progress toward meeting all the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The report also includes a summary of progress on college-identified plans for improvement as expressed in the self study.

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 that document be taken into account in the continuing development of Hawaii Community College.

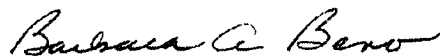
Dr. Rockne Freitas
Hawaii Community College
January 31, 2007
Page Three

The next comprehensive evaluation of the college will occur during Fall 2012.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

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

Sincerely,

A handwritten signature in cursive script, reading "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. John Morton, Interim Vice President for Community Colleges
Dr. Trina Nahm-Mijo, Accreditation Liaison Officer
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Dr. E. Jan Kehoe, Team Chair
Evaluation Team Members

Enclosures



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Mr. Ramsey Pedersen
Chancellor
Honolulu Community College
874 Dillingham Blvd
Honolulu, HI 96817

Dear Chancellor Pedersen:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Honolulu Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to reaffirm accreditation, with a requirement that the college complete a Progress Report. The report will be followed by a visit by Commission representatives.

The Commission asks that a Progress Report be submitted by **March 15, 2008**. The Progress Report should focus on the institution's resolution of the recommendations and concerns as noted below:

Recommendation 1: The team recommends that the Chancellor and the Planning Council clearly state the purpose, function, and membership of all governance committees and ensure that minutes are published and accessible to all constituents. The team encourages the Chancellor and the Planning Council to focus the Council's agendas on its primary purpose as stated in its Charter, develop a commonly agreed-upon definition of collegiality, and establish specific timelines for accomplishing the self study Planning Agendas. (Standard IVA, IVA.3 and 5, IVA.2a,b; Standards I, II, III, IV)

Recommendation 2: To meet the standards' focus on ensuring student success and the quality of programs and services, the team recommends the college conducts meaningful, timely, and inclusive dialogue with all campus constituents to develop and refine its program review process and to identify student learning outcomes at the course, program, and institutional levels. The college should also systematically assess these student learning outcomes and use the results of these assessments for the improvement of institutional effectiveness. (Standard IB.1, IB.4, IB.7; Standard IIA, IIA.1.c, IIA.2.a, IIA.2.b, IIA.2.e, IIA.2.f, IIA.2.g, IIA.2.h, IIA.2.i, IIA.3, IIA.6, IIA.6.a, IIB.1, IIB.4, IIC.1.a, IIC.2, Standard IIIA.1.b, IIIA.1.c; and Standard IVA.1, IVA.2.b, IVB.1.b)

Mr. Ramsey Pedersen
Honolulu Community College
January 31, 2007
Page Two

Recommendation 5: The team recommends the development of written descriptions clearly delineating the roles of the Chancellor and the Vice Chancellor of Academic Affairs in regards to the delegated authority given to the Vice Chancellor consistent with the responsibilities in Standard IV.B for the Chief Executive Officer of the college. The Chancellor is also encouraged to take steps to stabilize the administration. (Standard IVA.2.a, b)

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination 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 team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, 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, it is expected that the report will be used to improve the educational programs and services of the institution.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Honolulu Community College should submit the Midterm Report by **October 15, 2009**. Midterm Reports indicate progress toward meeting the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The report also includes a summary of progress on college-identified plans for improvement as expressed in the self study.

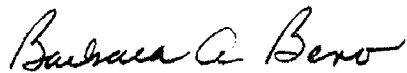
The college conducted a comprehensive self study as part of its evaluation. The Commission suggests that the plans for improvement of the institution included in that document be taken into account in the continuing development of Honolulu Community College. The next comprehensive evaluation of the college will occur during Fall 2012.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

Mr. Ramsey Pedersen
Honolulu Community College
January 31, 2007
Page Three

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

Sincerely,

A handwritten signature in cursive script, reading "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. John Morton, Interim Vice President for Community Colleges
Ms. Cynthia Smith, Accreditation Liaison Officer
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Dr. Chris O'Hearn, Team Chair
Evaluation Team Members

Enclosures



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Dr. Leon Richards
Acting Chancellor
Kapi'olani Community College
4303 Diamond Head Road
Honolulu, HI 96816

Dear Chancellor Richards:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Kapi'olani Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to reaffirm accreditation.

The college is commended for the excellent job of assembling a variety of evidence in support of the self study document and for the array of well-run programs offered at other locations under the auspices of Kapi'olani Community College.

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter dissemination 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 team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, 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.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Kapi'olani Community College should submit the Midterm Report by **October 15, 2009**. Midterm Reports indicate progress toward meeting all the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The Midterm Report also includes a summary of progress on college-identified plans for improvement as expressed in the self study.

Dr. Leon Richards
Kapi'olani Community College
January 31, 2007
Page Two

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 that document be taken into account in the continuing development of Kapi'olani Community College. The next comprehensive evaluation of the college will occur during Fall 2012.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

On behalf of the Commission, I wish to express continuing interest in the institution's educational programs and services. 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. John Morton, Interim Vice President for Community Colleges
Dr. Robert Franco, Accreditation Liaison Officer
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Dr. Marie Smith, Team Chair
Evaluation Team Members

Enclosure



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Ms. Peggy Cha
Chancellor
Kauai Community College
3-1901 Kaumualii Highway
Lihue, HI 96766

Dear Chancellor Cha:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Kauai Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to reaffirm accreditation, with a requirement that the college complete a Focused Midterm Report.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Midterm Reports indicate progress toward meeting all the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The Midterm Report also includes a summary of progress on college-identified plans for improvement as expressed in the self study report. A Focused Midterm Report is a midterm report which must give evidence of progress on recommendations selected for emphasis by the Commission.

Kauai Community College should submit the Focused Midterm Report by **October 15, 2009**. The Focused Midterm Report should address all the team's recommendations with special emphasis on the concerns as noted below:

Recommendation 2: The team recommends that

- (a). the college develop a timeline for and method of measuring its success in accomplishing its goals and quality-assurance processes
- (b). the college integrate the results of such measurement into its overall planning and decision-making processes
- (c). the college regularly incorporate the results of such measurements into the process of reviewing the mission statement. (Standards IB.2, IB.3)

Recommendation 3: The team recommends that the college develop and institutionalize an integrated, coordinated, and comprehensive set of programs and services to effectively address the unique learning needs of under-prepared students. This effort should open access to, provide an inclusive environment for, and enhance the instructional and student support for basic skills students. (Standard IIA.1a)

Ms. Peggy Cha
Kauai Community College
January 31, 2007
Page Two

Recommendation 4: The team recommends that the college continue its efforts to develop and implement college, program, and course level student learning outcomes linked to assessment strategies in both instruction and student services that are sustainable over the long term and are integrated within program review and institutional effectiveness evaluations of student learning. (Standards IB.3, IB.6, IB.7, and Standards IIA.1a, IIA.1c, IIA.2c, IIA.2f, IIB.3b, IIB.4)

Recommendation 6: The team recommends that the college establish a Kauai Community College Governance Manual. The manual would be helpful in providing detail on governance policy, duties and responsibilities of each unit, the schedule of deadlines, and flow charts that indicate chain of command and flow of information. (Standard IVA.3)

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination 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 team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, 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 that document be taken into account in the continuing development of Kauai Community College. The next comprehensive evaluation of the college will occur during Fall 2012.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

Ms. Peggy Cha
Kauai Community College
January 31, 2007
Page Three

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

Sincerely,

A handwritten signature in cursive script that reads "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. John Morton, Interim Vice President for Community Colleges
Ms. Ramona Kincaid, Accreditation Liaison Officer
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Dr. Patricia Hsieh, Team Chair
Evaluation Team Members

Enclosure



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Dr. Peter Quigley
Chancellor
Leeward Community College
96-045 Ala Ike
Pearl City, HI 96782

Dear Chancellor Quigley:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Leeward Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to reaffirm accreditation.

The college is commended for having made considerable progress since the last accreditation comprehensive visit.

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter dissemination 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 team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, 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.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Leeward Community College should submit the Midterm Report by **October 15, 2009**. Midterm Reports indicate progress toward meeting all the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The Midterm Report also includes a summary of progress on college-identified plans for improvement as expressed in the self study.

Dr. Peter Quigley
Leeward Community College
January 31, 2007
Page Two

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 that document be taken into account in the continuing development of Leeward Community College. The next comprehensive evaluation of the college will occur during Fall 2012.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

On behalf of the Commission, I wish to express continuing interest in the institution's educational programs and services. 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. John Morton, Interim Vice President for Community Colleges
Dr. Robert Asato, Accreditation Liaison Officer
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Dr. James Kossler, Team Chair
Evaluation Team Members

Enclosure



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Mr. Clyde Sakamoto
Chancellor
Maui Community College
310 Kaahumanu Ave.
Kahului, HI 96732

Dear Chancellor Sakamoto:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Maui Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to reaffirm accreditation, with a requirement that the college complete a Focused Midterm Report.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Midterm Reports indicate progress toward meeting all the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The Midterm Report also includes a summary of progress on college-identified plans for improvement as expressed in the self study report. A Focused Midterm Report is a midterm report which must give evidence of progress on recommendations selected for emphasis by the Commission.

Maui Community College should submit the Focused Midterm Report by **October 15, 2009**. The Focused Midterm Report should address all the team's recommendations with special emphasis on the recommendations and concerns as noted below:

Recommendation 2: The college continue to develop and refine its system for improving institutional effectiveness by

- establishing a process for identifying and implementing a set of metrics to evaluate institutional progress of the college's strategic plan; and
- developing a process for developing and implementing a review process to evaluate the effectiveness of the planning and budgeting cycle. (Standards I.B.2; I.B.3; I.B.5; I.B.6; II.C.1; and II.C.1.d)

Recommendation 3: To complete the college's evaluation of education programs, the college needs to implement a college-wide process for assessing course and program-level student learning outcomes, including a process for reflecting on the assessment data. The college should also develop and implement a review process to evaluate the effectiveness of the program review and learning assessment systems. (Standards I.B.1; II.A.1.c; II.A.2; II.A.2.b; II.A.2.e; and II.A.2.f)

Mr. Clyde Sakamoto
Maui Community College
January 31, 2007
Page Two

Recommendation 4: All faculty members should include student learning outcomes on their course syllabi. (Standard II.A.6)

Recommendation 7: The college's governance and decision-making structures and processes should be evaluated to assure their integrity and effectiveness. (Standard IV.A.5)

In addition, the Commission is concerned about the need for Program Review to be applied to Library and Learning Resources at Maui Community College.

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination 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 team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, 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 that document be taken into account in the continuing development of Maui Community College. The next comprehensive evaluation of the college will occur during Fall 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 that document be taken into account in the continuing development of Maui Community College. The next comprehensive evaluation of the college will occur during Fall 2012.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

Mr. Clyde Sakamoto
Maui Community College
January 31, 2007
Page Three

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

Sincerely,

A handwritten signature in cursive script that reads "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. John Morton, Interim Vice President for Community Colleges
Ms. Diane Meyer, Accreditation Liaison Officer
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Mr. Stan Arterberry, Team Chair
Evaluation Team Members
Ms. Teri Cannon, ACSCU/WASC

Enclosure



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR 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
E. JAN KEHOE
Long Beach City College

Vice Chairperson
LURELEAN B. GAINES
East Los Angeles College

President
BARBARA A. BENO

Vice President
DEBORAH G. BLUE

Vice President
GARMAN JACK POND

Associate Vice President
LILY OWYANG

Business Officer
DEANNE WILBURN

ITAS
TOM LANE

Administrative Assistant
CLARE GOLDBERG

January 31, 2007

Dr. Angela Meixell
Chancellor
Windward Community College
45-720 Keaahala Road
Kaneohe, HI 96744

Dear Chancellor Meixell:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Windward Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to remove Warning and reaffirm accreditation, with a requirement that the college complete a Progress Report. The report will be followed by a visit by Commission representatives.

The Commission asks that a Progress Report be submitted by **October 15, 2007**. The Progress Report should focus on the institution's resolution of the recommendations and concerns as noted below:

Recommendation 1: Improving Institutional Effectiveness. To evaluate institutional effectiveness, the college should continue to improve its strategic planning processes by developing measurable performance indicators for setting institutional goals and strategic directions. (Standard I.B.7)

Recommendation 2: Student Learning Outcomes. To improve student learning and success, the team recommends that the college completes its cycle of program reviews and incorporates into these program reviews the assessment of SLOs at course, and program and degree levels. (Standard II.A.1.c).

Recommendation 3: Student Success. The college should define the at-risk population, develop and implement specific strategies for addressing the needs of the at-risk population, and create mechanisms for the continuous assessment and improvement of services to this population. (Standard II.B.3.c)

Recommendation 4: Library and Learning Support Services. In the interest of improvement beyond the standard, the college should act diligently to secure funding which will ensure the construction of the proposed future Library facility. (Standard II.C.1.a)

Recommendation 5: Governance Structure Policy. The team recommends, to ensure appropriate participation and input, that the college refine its current governance structure policies by including written definitions of the roles and responsibilities for all constituent groups and formalize processes and structures for clear, effective communication and reporting relationships. In addition, the college should implement an annual evaluation process to assess the effectiveness of leadership and decision making which leads to institutional improvement. (Standard IV.A.1, A.2, A.3, A.5)

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination 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 team report and the self study report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, 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, it is expected that the report will be used to improve the educational programs and services of the institution.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Windward Community College should submit the Midterm Report by **October 15, 2009**. Midterm Reports indicate progress toward meeting the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The report also includes a summary of progress on college-identified plans for improvement as expressed in the self study.

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 that document be taken into account in the continuing development of Windward Community College. The next comprehensive evaluation of the college will occur during Fall 2012.

Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.

Dr. Angela Meixell
Windward Community College
January 31, 2007
Page Three

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

Sincerely,

A handwritten signature in cursive script, reading "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. John Morton, Interim Vice President for Community Colleges
Mr. Paul R. Field, Accreditation Liaison Officer
Mr. Michael Rota, Associate Vice President
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii
Dr. Maria Sheehan, Team Chair
Evaluation Team Members

Enclosure

Actions on Institutions that are Applicants for Reaffirmation of Accreditation

A. Actions that Reaffirm Accreditation:

Reaffirm accreditation.

The institution substantially meets or exceeds accreditation standards. Recommendations are directed toward strengthening the institution, not correcting situations where the institution fails to meet the standards. The institution is required to submit a Midterm Report in the third year of the six-year accreditation cycle.

Reaffirm accreditation with a request for a Focused Midterm Report.

The institution substantially meets or exceeds accreditation standards, but the Commission wishes to direct the institution's attention to a small number of the recommendations for special emphasis. The Commission will specify the nature, purpose, and scope of the focus of this report. The institution is required to submit the Focused Midterm Report in the third year of the six-year accreditation cycle.

Reaffirm accreditation with a request for a Focused Midterm Report and a visit.

The institution substantially meets or exceeds accreditation standards, but the Commission wishes to direct the institution's attention to a small number of the recommendations for special emphasis. The Commission will specify the nature, purpose, and scope of the focus of the report and of the visit to be made. The institution is required to submit the Focused Midterm Report in the third year of the six-year accreditation cycle.

Reaffirm accreditation, with a request for a Progress Report.

The institution substantially meets or exceeds accreditation standards, but has recommendations on a small number of issues of some urgency which, if not addressed immediately, may threaten the ability of the institution to continue to meet accreditation standards. The Commission will specify the issues to be addressed and the due date of the report. Resolution of the issues is expected within a one- to two-year period. The institution is also required to submit a Midterm Report in the third year of the six-year accreditation cycle.

Reaffirm accreditation, with a request for a Progress Report and a visit.

The institution substantially meets or exceeds accreditation standards, but has recommendations on a small number of issues of some urgency which, if not addressed immediately, may threaten the ability of the institution to continue to meet accreditation standards. The Commission will identify the issues to be addressed in the report, the due date of the report to be submitted, and specifics of the visit to be made. Resolution of the issues is expected within a one- to two-year period. The institution is also required to submit a Midterm Report in the third year of the six-year accreditation cycle.

B. Procedural actions:

Defer a decision on reaffirmation of accreditation.

Commission decision on accreditation is postponed pending receipt of specified additional information from the institution or to permit an institution to correct serious weaknesses and report to the Commission within six months or less. The response from the institution may be followed by a visit addressed primarily to the reasons for the decision. The Commission will

specify the nature, purpose, and scope of the information to be submitted and of the visit to be made. The accredited status of the institution continues during the period of deferment.

C. Sanctions:

Institutions are advised that the Commission is required by the U.S. Department of Education not to allow deficiencies to exist for more than a total of two years. Consequently, institutions may remain under sanction for a cumulative total of no more than two years. If concerns are not resolved within this period, the Commission will take action to terminate accreditation.

Issue Warning.

When the Commission finds that an institution has pursued a course deviating from the Commission's eligibility criteria, standards, or policies to an extent that gives concern to the Commission, it may issue a warning to the institution to correct its deficiencies, refrain from certain activities, or initiate certain activities. The Commission will specify the time within which the institution must resolve these issues. During the warning period, the institution will be subject to reports and visits at a minimum of every six months. The accredited status of the institution continues during the warning period; if warning is issued as a result of the institution's comprehensive review, reaffirmation is delayed during the period of warning.

Impose Probation.

When an institution deviates significantly from the Commission's eligibility criteria, standards, or policies but not to such an extent as to warrant a show cause order or the termination of candidacy or accreditation, or fails to respond to conditions imposed upon it by the Commission, including a warning, the institution may be placed on probation. The Commission will specify the time within which the college must resolve deficiencies. During the probation period, the institution will be subject to reports and visits at a minimum of every six months. The accredited status of the institution continues during the probation period; if probation is imposed as a result of the institution's comprehensive review, reaffirmation is delayed during the period of probation.

Order Show Cause.

When the Commission finds an institution to be in substantial non-compliance with its eligibility criteria, standards, or policies, or when the institution has not responded to the conditions imposed by the Commission, the Commission may require the institution to show cause why its accreditation should not be withdrawn at the end of a stated period. In such cases, the burden of proof will rest on the institution to demonstrate why its accreditation should be continued. The Commission will specify the time within which the institution must resolve deficiencies. If the loss of accreditation will likely cause an institution to close, during the show cause period, the institution must make preparations for closure according to the Commission's "Policy on Closing an Institution." While under a show cause order, the institution will be subject to reports and visits at a minimum of every six months. The accredited status of the institution continues during the period of the show cause order; if show cause is ordered as a result of the institution's comprehensive review, reaffirmation is delayed during the show cause order.