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June 29, 2006

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LTCC

Dr. Guy Lease
Superintendent-President
Lake Tahoe Community College
One College Drive
South Lake Tahoe, CA 96150

Dear President Lease:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on June 7-9, 2006, reviewed the institutional self study report and the report of the evaluation team which visited Lake Tahoe Community College on Tuesday, March 14-Thursday, March 16, 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 the 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: In order for the college to achieve substantial compliance with Standard I, the college must begin developing and implementing student learning outcomes (SLOs) for all of its courses, programs, degrees, and certificates. The team recommends that the college adhere to the October 2005 Academic Senate Resolution that mandates responsibility for the development and oversight of SLOs to the Academic Senate for all instructional units of the campus. The team further recommends the college develop mechanisms for measuring student learning outcomes and demonstrate how it uses these findings to improve student learning (I.B, I.B.2, I.B.3).

Recommendation 2: To obtain substantial compliance with Standard I, the visiting team recommends the institution revisit its established and published planning cycle and demonstrate the extent to which the planning process and cycle includes the establishment and measurement of SLOs and how these are linked to the mission statement, institutional research, planning, resource allocation and evaluation (I.A.4, I.B.1, I.B.2, I.B.3, I.B.4, I.B.5, I.B.6, I.B.7).

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Recommendation 3: In order for the institution to demonstrate substantial compliance with Standard II, it is recommended the college develop SLOs and a systematic process for the assessment of those SLOs, at the course and program level, and use the outcomes of that process in course and program improvement. Furthermore, it is recommended greater emphasis be placed upon documenting dialogue taking place in all the other aspects of the campus and making it more readily accessible to internal and external constituencies (II.A.2.a, II.A.2.b, II.A.2.c, II.A.2.f, II.A.3, II.A.5, II.A.6).

Recommendation 4: To ensure substantial compliance with Standard II, it is recommended Student Services develop and implement SLOs for all its component units, assess those measures, analyze the data, link the process to planning and budgeting, and use the results for continuous program improvement (II.B.4).

Recommendation 8: To achieve substantial compliance with Standard III, it is recommended, as soon as fiscally reasonable, the college address the issue of restoring and maintaining the Self Insured Retention (SIR) fund to a prudent level and to increase and maintain the General Fund Reserve to at least a minimum level as prescribed by and consistent with Board policy (III.D. 2. c).

Recommendation 9: To achieve substantial compliance with Standard IV and to increase the effectiveness of the institution's commitment to college wide dialogue and consultation, the team recommends that an institutional commitment be established to the development of Student Learning Outcomes from the course level to the institutional level. The team recommends that the administration, as part of the institution's overall assessment of its own quality and effectiveness, provide the appropriate level of resources and support to accomplish this task in a timely manner (IV.A.2.b, IV.A.3, IV.B.1.b,c, IV.B.2.b).

The Commission notes with concern that Lake Tahoe Community College has made little progress in moving the institution forward in the area of establishing Student Learning Outcomes at the course and program levels. This concern is validated by the team's observation of an almost complete absence of institutional activity to define learning outcomes and to develop authentic assessments of learning. Assessment also needs to become part of the program review, planning, and resource allocation processes at LTCC. (See Recommendation #1 above.)

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 your college staff and to those who were signatories of your college self study report. This group should include the 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.

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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. Lake Tahoe Community College should submit the Midterm Report by **March 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 college 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 Lake Tahoe Community College. The next comprehensive evaluation of the college will occur during **Spring 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

Enclosure

cc: Dr. Lori Gaskin, Accreditation Liaison Officer
Board President, Lake Tahoe Community College District
Dr. Homer Cissell, Team Chair
Evaluation Team Members