



**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

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February 1, 2012

Dr. Kindred Murillo
Superintendent/President
Lake Tahoe Community College
One College Drive
South Lake Tahoe, CA 96150

Dear President Murillo:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2012, reviewed the institutional Self Study Report and the report of the evaluation team which visited Lake Tahoe Community College Monday, October 24-Thursday, October 27, 2011. The Commission took action to reaffirm accreditation, with a requirement that the College complete a Follow-Up Report.¹

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.

Recommendation 1 (2011)

In order to comply with the standards and to improve, the team recommends that the College continue the improvements it has recently made to its planning processes and use its educational master plan to drive development of new technology, facilities, and human resources plans that are integrated with its educational master plan. (I.B.4, I.B.5, III.A.6, III.B.1.a, III.B.2.b, III.C.2)

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).

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Recommendation 2 (2011)

In order to comply with the standards, the team recommends that the College develop and use quantitative measures, in addition to the qualitative measures it has already identified, to enable it to better assess progress toward realizing its mission and completing its planning goals. (I.B.2)

Recommendation 3 (2011)

In order to meet the Proficiency Level described in the ACCJC's rubric for Student Learning Outcomes by 2012, the team recommends that the College build on the work it has achieved in student learning outcomes assessment for courses and accelerate the assessment of program and institutional outcomes. (II.A.1.c, II.A.2.a, II.A.2.b, II.A.2.f)

Recommendation 4 (2011)

In order to meet ACCJC standards and to improve, the team recommends that the College consistently and formally evaluate all of its core systems and processes, including governance, budgeting, communication, planning, and decision-making, and use those evaluations to improve these core processes. (I.B.5, I.B.6, III.A.6, III.B.2, III.D.3)

Recommendation 5 (2011)

In order to improve, the team recommends that the College analyze staffing issues in the administrative services area and effectively staff the area so that the College president no longer performs part of the work formerly done by the Vice President of Business Services. (III.A.1, III.2)

Commission Concern

The Commission is concerned for potential loss of income resulting from the end of the Good Neighbor Policy between California and Nevada. Lake Tahoe Community College should provide a description of the effect of this policy change on college enrollments and revenues and its financial and enrollment management plans for any anticipated shortfalls in enrollment and revenue.

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. Lake Tahoe Community College must correct the deficiencies noted by **October 2013** or the Commission will be compelled to act.

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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 improvement of Lake Tahoe 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 report, the College is expected to use the Evaluation Team 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.

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. Thomas Greene, Accreditation Liaison Officer
Board President, Lake Tahoe Community College District
Mr. William Farmer, Team Chair