



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

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June 30, 2011

Dr. Willard Lewallen
Superintendent/President
West Hills College Coalinga
300 Cherry Lane
Coalinga, CA 93210

Dear President Lewallen:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on June 8-10, 2011, reviewed the institutional Self Study Report and the report of the evaluation team which visited West Hills College Coalinga Monday, March 7 to Thursday, March 10, 2011. The Commission also reviewed additional information submitted by the College president as permitted by Commission policy. The Commission took action to reaffirm accreditation, with a requirement that the College complete a **Follow-Up Report**.

The Commission asks that the Follow-Up Report be submitted by **March 15, 2012**. The Follow-Up Report should demonstrate that the institution has addressed the recommendations as noted below. These recommendations have been worded by the Commission and replace the recommendations contained in the team report. In addition, the Commission has determined that the recommendations made by the 2005 comprehensive evaluation team have been addressed and the deficiencies resolved by the College.

Commission College Recommendation 1:

To improve institutional effectiveness, the Commission recommends the College documents its existing system of integrated planning that clarifies the relationships between the results of program review, student learning outcomes evaluation, resource allocation, and the achievement of College goals and priorities. The Commission further recommends that the integrated planning also include systematic reviews of effectiveness to assure institutional improvement. In addition, the Commission recommends that the College specifically clarify roles, responsibilities, and priorities of College and District functions in the integration of planning. (Standards I.B.2, I.B.3, I.B.4, I.B.5, I.B.6, I.B.7, and Eligibility Requirement #19)

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Commission College Recommendation 2:

The Commission finds that the College made great strides in improving its governance process by revamping a former process based on constituents' feedback and initiating new councils to provide greater participation in the governance process to faculty, staff, and students. In order to increase effectiveness, the Commission recommends that the new process be evaluated and that attendance be more transparent by recording attendees and absentees to ensure full participation of faculty, staff, and students as appropriate. (Standards IV.A.1, IV.A.2.a, IV.A.3, and IV.A.5)

Commission District Recommendation 1:

In order to increase effectiveness, the Commission recommends that the District work with the colleges to clearly delineate responsibility of each District service with relationship to corresponding College services. The Commission further recommends that each District service conduct a program review, which should include an outcomes-based assessment of its services. (Standard I.A.1, I.B.1, III.A, III.A.1.b, III.A.1.c, III.A.6, IV.B.3, IV.B.3.a, and IV.B.3.g)

Commission District Recommendation 2:

In order to increase effectiveness, the Commission recommends that the District work with the colleges to develop evaluation procedures for online faculty and that evaluation results be incorporated in personnel evaluations for the purpose of improving online learning. (Standard III.A.1.b and III.A.1.c)

Commission District Recommendation 3:

To increase effectiveness, the Commission recommends that the District and the colleges respectively document their facilities planning processes that address facilities' preventive maintenance and adequate maintenance staffing for all facilities, as well as an equipment replacement plan that addresses the total cost of ownership for all equipment, including technology equipment. (Standard III.B.1.a and III.C.1.d)

Commission District Recommendation 4:

In order to increase effectiveness, the Commission recommends that the District review its communication protocols and practices to assure ongoing, transparent, consistent, and timely communication among District participatory governance committees with corresponding College participatory committees. (Standard IV.A.1, IV.A.2.a, IV.A.3, and IV.A.5)

Commission District Recommendation 5:

In order to increase effectiveness, the Commission recommends that the District office ensure the District website contains all policies and update them as prescribed in its own policies. This will keep the colleges better informed of the current District policies and facilitate the implementation of the District policies at the colleges. (Standard IV.B.1)

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Commission District Recommendation 6:

The Commission recommends that the District and the colleges evaluate the district-wide distance education program to assure that the design, staffing, and operation of the program meet all elements of Accreditation Standards. (Standard II.A, II.A.1, II.A.2, II.A.6, II.B.1, II.B.2.a, II.C.1, and II.C.2)

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 West Hills College Coalinga.

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 give the Evaluation 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 Evaluation Team Report and the Self Study Report be made available to students and the public. Placing a copy on the college web site can accomplish this. Should you require 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. Frank Gornick, Chancellor, West Hills Community College District
Ms. Jill Stearns, Accreditation Liaison Officer
Board President, West Hills Community College District
Dr. Patricia Hsieh, Team Chair