



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

*Western Association
of Schools and Colleges*

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July 3, 2014

Dr. Marlon Hall
Superintendent/President
Lassen Community College
P. O. Box 3000
Susanville, CA 96130

Dear President Hall:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on June 4-6, 2014, reviewed the Institutional Self Evaluation Report and the Report of the External Evaluation Team that visited Lassen Community College March 17-20, 2014.

The Commission took action to **reaffirm accreditation** with the requirement that the College complete a **Follow-Up Report by March 15, 2015.**¹

Reaffirmation with a Follow-Up Report is granted when the institution is found to substantially meet or exceed the Eligibility Requirements, Accreditation Standards, and Commission policies but has recommendations on a small number of issues of some urgency which should be addressed in a short period of time. The Report should demonstrate that the institution has addressed the recommendations noted below, resolved the deficiencies, and now meets Eligibility Requirements and Accreditation Standards.

Need to Resolve Deficiencies:

The Accreditation Standards, as an integrated whole, represent indicators of academic quality and institutional effectiveness. Deficiencies in any Standard will impact quality at an institution, and ultimately the educational environment and experiences of students. The Commission found Lassen Community College deficient in meeting the following Eligibility Requirements and Accreditation Standards: Eligibility Requirements 13 and 16, Standards II.A.1.b, II.B.3.a, II.C.1.a, II.C.1.c, and III.A.2.

Recommendation 1:

In order to meet the Standard, the team recommends that the College define regular and substantive contact and ensure that regular and substantive contact between instructors and students is evident in all online courses. (II.A.1.b)

Dr. Marlon Hall
Lassen Community College
July 3, 2014

Recommendation 3:

In order to meet the Standard, the team recommends that the College assures equitable access by providing academic and student support services to all students regardless of location, time or mode of delivery. (II.B.3.a)

Under U.S. Department of Education enforcement regulations, the Commission is required to take immediate action to terminate the accreditation of an institution which is out of compliance with any standard. In the alternative, the Commission can provide the institution with additional notice and a deadline for coming into compliance that is no later than two years from when the institution was first informed of the noncompliance. In exceptional situations, if the institution has done all within its authority to reach compliance on any standard but remains out of compliance, the Commission is permitted by regulations to allocate a one-time, short-term “good cause extension” for the college to reach compliance prior to acting on the institution’s termination. However, continued noncompliance with multiple standards would diminish the appropriateness of such an extension. Lassen Community College should fully resolve the noted deficiencies by **March 2015**.

Improvement of Institutional Effectiveness:

Recommendations have been made for Lassen Community College to improve institutional effectiveness. Recommendations for improvement may be made to highlight areas for continuing or expanding excellent practices. Recommendations for improvement may also be made when an institution is currently in compliance with Standards, but additional levels of effort should be demonstrated in the future. In the Commission’s experience, these recommendations may provide indicators of possible future noncompliance if left unattended by the institution. The College should plan to fully address all improvement recommendations in the Midterm Report.

Recommendation 2:

In order to increase effectiveness, the team recommends that the College adopt a training program for online instructors that results in evidence that instructors assigned to teach online are prepared in accordance with established guidelines including regular and substantive contact between instructors and students. (II.A.1.b, III.C.1.d)

Recommendation 4:

In order to increase effectiveness, the team recommends that adequate professional staff be provided to meet the learning needs of students. (II.C.1.a, II.C.1.c, III.A.2, Eligibility Requirements #13 and #16)

During its institutional self evaluation, Lassen Community College identified improvement plans for advancing its continuous improvement efforts. The Commission suggests that those plans for improvement be taken into account as the College continues into the next accreditation cycle. In its Midterm report, the College should address steps undertaken in those improvement areas.

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As the Commission reviewed the External Evaluation Report and the College report, it made changes to the External Evaluation Report with the concurrence of the team chair. The **final** External Evaluation Report is attached. It provides details of the team's findings with regard to each Eligibility Requirement and Accreditation Standard and should be read carefully and used to understand the team's findings. Additional copies may now be duplicated.

The recommendations contained in the External Evaluation Report represent the best advice of the peer evaluation team at the time of the visit, but may not describe all that is necessary to come into compliance. Institutions are expected to take all actions necessary to continuously comply with Eligibility Requirements, Accreditation Standards, and Commission policies. The Commission wishes to remind you that while an institution may concur or disagree with any part of the Report, Lassen Community College is expected to use the External Evaluation Report to improve educational programs and services and to resolve issues identified by the Commission.

The Commission requires that the College give the Institutional Self Evaluation Report, the External Evaluation Report, and this letter appropriate dissemination to College staff and to those who were signatories of the Self Evaluation Report. This group should include the campus leadership and the Board of Trustees.

The Commission also requires that the College's Institutional Self Evaluation Report, the External Evaluation Report, and this Commission action letter be made available to students and the public by placing a copy on the College website. *Please note that in response to public interest in disclosure, the Commission now requires institutions to post accreditation information on a page no farther than one click from the institution's home page.*

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 institutional integrity, effectiveness, educational quality, and student success.

Sincerely,



Barbara A. Beno, Ph.D.
President

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¹Institutions preparing and submitting Midterm Reports, Follow-Up Reports, and Special Reports to the Commission should review *Guidelines for the Preparation of Reports to the Commission*. It 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: (<http://www.accjc.org/college-reports-accjc>).