



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

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January 31, 2008

Dr. Sunita Cooke  
President  
Grossmont College  
8800 Grossmont College Drive  
El Cajon, CA 92020

Dear President Cooke:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 9-11, 2008, reviewed the institutional self study report and the report of the evaluation team which visited Grossmont College on Monday, October 22-Thursday, October 25, 2007. The Commission took action to reaffirm accreditation, with a requirement that the college complete two Progress Reports. The first Progress Report is to be completed by **October 15, 2008**. That report will be followed by a visit of Commission representatives. The second Progress Report is to be completed by **October 15, 2009**.

I also 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. Grossmont College must correct the deficiencies noted by **January 2010**.

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

**Recommendation 1:** In order to satisfy the standards on diversity the College must establish policies and practices with the District to ensure equity and diversity are essential components of its human resource planning. The District must regularly assess its record in employment equity and diversity and communicate that record to the college community. (LA.1.m:A.4.a,ni:A.4.b)

**Recommendation 2:** The College establishes a specific timeline for producing student learning outcomes at the course level and the program level; incorporate student learning outcomes into the curriculum and program review processes; identify systematic measurable assessments; and use the results for the improvement of student learning and institutional effectiveness. (Standards I.B.a, II.A.1, ILA.1.a, RA.1.c, II.B, HB.3.f, n.C.1.a, II.C.1.b, IIIA.1, III.D.1.a, IVA.1, IV.B.1.b)

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**Recommendation 3:** In order to satisfy the standards on planning, the College must review and revise as necessary its institutional planning processes and make the timing, processes, and expectations of all staff in the institutional planning process more widely known and understood. (Standards LB, I.B.I, I.B.2, LB.3, LB.4,1.B.5., I.B.6, 1.B.7, IVA.2, IV.A.3)

**Recommendation 7:** The College, the Chancellor, and the District must improve relations among their various constituency groups in order to assure effective discussion, planning, and implementation. The entire College community must work together for the good of the institution. (IV.A.1, IV.A.2, IV.A.3, IV.B.2)

The Commission asks that the second Progress Report be submitted by **October 15, 2009**. The Progress Report should demonstrate the institution's resolution of the recommendations and concerns as noted below:

**Recommendation 5:** The district needs to clarify its policies and procedures to enhance the delegation of responsibility and authority to the president of the college and include clearly defined policies and procedures for the selection and evaluation of the president. (TV.B. 1 j, IV.B. 2, IV.B.3.e)

**Recommendation 6:** The district should regularly and systematically review its functions and goals, including: (a) Goal setting and self-evaluation by the Board of Trustees; (b) Evaluation of the District's services to the colleges and its effectiveness as a liaison between the College and Board of Trustees. (IV.B.1.g IV.B.3.f., IV.B.3.g.)

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Grossmont College should submit the Midterm Report by **October 15, 2010**. Midterm Reports indicate resolution of any team recommendations made for improvement, include a summary of progress on college-identified plans for improvement as expressed in the self study report, and forecast where the college expects to be by the time of the next comprehensive evaluation.

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 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.

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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.

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 Grossmont College. The next comprehensive evaluation of the college will occur during Fall 2013.

I'd also like 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.

Finally, the Commission wishes to note that the evaluation visit was conducted during a period in which the College was forced to evacuate its campus due to fire. The College, its trustees, employees and students, are to be commended for adapting to working with the evaluation team at its hotel and proceeding with the evaluation visit. Thanks to the cooperation of the college, the team believes it was able to complete its evaluation visit in a fair and effective manner.

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. Omero Suarez, Chancellor, Grossmont-Cuyamaca CCD  
Dr. Pamela Amor, Accreditation Liaison Officer  
Board President, Grossmont-Cuyamaca CCD  
Dr. Donald Averill, Team Chair  
Evaluation Team Members