

January 25, 2019

Dr. Michael White, President  
Woodland Community College  
2300 E. Gibson Road  
Woodland, CA 95776

Dear President White:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting January 9-11, 2019, reviewed the Institutional Self Evaluation Report (ISER) and evidentiary materials submitted by Woodland Community College. The Commission also considered the External Evaluation Team Report (Team Report) prepared by the peer review team that conducted its onsite visit to the College October 8 - 11, 2018. The Commission considered the written response to the evaluation team report that you submitted prior to the Commission meeting, your spoken testimony and that of Chancellor Douglas Houston, President G.H. Javaheripour, and Chief Human Resources Officer Donald Grady. The Commission found these additional perspectives to be helpful.

The purpose of this review was to determine whether the College continues to meet ACCJC's Eligibility Requirements, Commission Policies, and Accreditation Standards (hereinafter, the Standards). Upon consideration of the written and oral information noted above, the Commission acted to **Reaffirm Accreditation for seven years and require a Follow-Up Report, due no later than March 2, 2020.**

#### Commendations

The Commission recognizes the exemplary performance of Woodland Community College in the following areas. Commendations signify practices for which the Commission believes the institution has exceeded standards.

**Commendation 1:** The team commends the College for fully integrating part-time faculty as valued contributors to accomplish the institution's mission. This is evidenced by the commitment shown on the part of full-time faculty and administration in the encouragement and compensation of part-time work in areas of governance, curriculum development, professional development, and student learning outcomes creation and assessment. (I.B.8, III.A.8)

**College Commendation 2:** The team commends the College for the innovative utilization and integration of the Library, Student Success Center, and Makerspace to facilitate effective interdisciplinary, experiential learner-support to enhance mission achievement. (II.B.2, III.B.3)

**College Commendation 3:** The team commends the College for empowering its classified staff to take initiative for improving institutional practices, programs, and services. This is evidenced by the Executive and Administrative Support Teams

disseminating critical information (e.g., budgets, changes to board policies and administrative procedures) and facilitating the identification and modification of board policies and administrative procedures. (III.D.3, IV.A.1)

**College Commendation 4:** The team commends the College for effectively engaging, considering, and incorporating new perspectives, programs, curriculum, community interests, and existing structures into the College as part of the transition of the Lake County Campus from Yuba to Woodland Community College. (IV.A.5, IV.B.3)

### Compliance Requirements

The Commission also determined that the College must demonstrate compliance with the following Standards, as identified in the District recommendations. This demonstration must be addressed in the required Follow-Up Report.

**Standard III.A.5 (District Recommendation 1):** In order to meet the standard, the District should follow its evaluation policies and procedures to consistently evaluate all personnel systematically and at stated intervals. Actions following evaluations should be formal, timely, and documented.

In accordance with federal regulations, compliance requirements must be addressed and the institution must demonstrate that it aligns with Standards within two years<sup>1</sup>.

### Recommendations for Improving Institutional Effectiveness

The Team Report noted District Recommendation 2 and College Recommendations 1 and 2 for improving institutional effectiveness. These recommendations do not identify current areas of deficiency in institutional practice, but consistent with its mission to foster continuous improvement through the peer review process, the Commission encourages institutions to give serious consideration to the advice contained in the peer reviewers' recommendations. The Commission anticipates that you will bring them and the team's full report to the attention of your institution for serious consideration. In the Midterm Report, the College will include actions taken in response to the peer review team's improvement recommendations.

### Next Steps

The Team Report provides details of the peer review team's findings. The guidance and recommendations contained in the Report represent the best advice of the peer review team at the time of the visit but may not describe all that is necessary for the college to improve or to come into compliance. A final copy of the Team Report is attached.

The Commission requires that you disseminate the ISER, the Team Report, and this letter to those who were signatories of the ISER and that you make these documents available to all campus constituencies and the public by placing copies on the College website. Please note that in response to public interest in accreditation, the Commission requires institutions to post current accreditation information on a Web page no more than one click from the institution's

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<sup>1</sup> For more information, refer to the Commission policy on "The Two-Year Rule and Extension for Good Cause" on the ACCJC website at <https://accjc.org/eligibility-requirements-standards-policies/>.

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home page. In keeping with ACCJC policy, the Commission action will also be posted on the ACCJC website within 30 days of the date of the Commission's action.

On behalf of the Commission, I wish to express appreciation for the diligent work and thoughtful reflection that Woodland Community College undertook to prepare for this evaluation. These efforts confirm that peer review can well serve the multiple constituencies of higher education by both ensuring and encouraging institutional quality and effectiveness.

If you have any questions about this letter or the Commission's action, please feel free to contact me or the vice president that has been assigned as liaison to your institution.

Sincerely,

A handwritten signature in blue ink that reads "Richard Winn". The signature is fluid and cursive, with a long horizontal line extending to the right.

Richard Winn, Ed.D.  
President

RW/tl

cc: Dr. Douglas Houston, Chancellor  
Mr. Philip King, Accreditation Liaison Officer