

July 30, 2020

Dr. Artemio Pimentel, President
Woodland Community College
2300 E. Gibson Road
Woodland, CA 95776

Dear President Pimentel:

We are pleased to announce the Accrediting Commission for Community and Junior Colleges (ACCJC) has hired two new vice presidents. Kevin Bontenbal and Catherine Webb will be joining our team in August. They, along with Vice President Gohar Momjian and I will serve as staff liaisons to our member institutions. Both Kevin and Catherine bring a breadth of higher education and accreditation-specific experience to ACCJC and I am confident they will serve our member institutions well. If you have not already done so, please feel free to view the hiring announcement and their biographies on the [ACCJC website](#).

ACCJC is fully committed to supporting our member institutions by fostering relationships that are built on trust and respect. In order to meet this commitment, your staff liaison continues to be Gohar Momjian. You can contact her at gmomjian@accjc.org. As ACCJC works remotely during the pandemic, you may also contact Gohar by cell phone at (415) 301-0570.

The Staff Liaison's Role

Gohar will serve as the established point of contact between your institution and ACCJC for a broad range of accreditation activities and support, which includes:

- Becoming immersed in your institution's unique mission, culture, and student populations in order support continuous quality improvement efforts;
- Helping college personnel to understand the comprehensive review process, accreditation standards, and policies by providing trainings and resources as the college prepares the Institutional Self- Evaluation Report and evidence;
- Answering questions about the interpretation or application of the ACCJC Standards or policies in the context of your institution's mission throughout the institution's accreditation cycle;
- Bringing lessons learned from other colleges in the region on emerging issues and complex challenges to ensure a uniform response to evolving practices and questions from members;
- Providing advice on key aspects of a site visit, and accompanying the peer review team at the final team visit and any additional visits, in order to ensure clarity and consistency during the peer review process;

- Ensuring that the information provided to the Commission in support of their deliberations about your college is more complete and, as needed, enriched with nuance and context from the liaison's knowledge of your institution;
- Providing information and resources in support of the institution's Annual Reports, Annual Fiscal Reports and Substantive Change Application submissions;
- Providing institution specific trainings and resources as needed by the institution, e.g. trainings to the governing board, faculty, staff, and administrators.

I hope that you have found the staff liaison model beneficial to your institution as you and your colleagues engage in the accreditation process. Your staff liaison will be reaching out to you and looks forward to supporting your institution. As always, I am also available to support you. If you have any questions regarding the assignment of your liaison, or wish to speak with me about another matter, please feel free to reach out to me by cell phone at (415) 763-9789 or by email at sdroker@accjc.org.

Sincerely,

A handwritten signature in black ink that reads "Stephanie Droker". The signature is written in a cursive, flowing style.

Stephanie Droker, Ed.D.

cc: Mr. Kasey Gardner, Accreditation Liaison Officer
Dr. Douglas Houston, Chancellor