



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

*Western Association  
of Schools and Colleges*

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February 6, 2015

Mr. Robert Kratochvil  
President  
Los Medanos College  
2700 E. Leland Road  
Pittsburg CA 94565

Dear President Kratochvil:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 7-9, 2015, reviewed the Institutional Self Evaluation Report and the Report of the External Evaluation Team that visited Los Medanos College October 6-9, 2014.

**College Accreditation Reaffirmed:**

The Commission took action to **reaffirm accreditation** and require the College to submit a Follow-Up Report in October, 2015. The Report will be followed by a visit by Commission representatives.

Reaffirmation is granted when the institution substantially meets or exceeds the Eligibility Requirements, Accreditation Standards, and Commission policies. Reaffirmation with a Follow-Up Report is required when there are deficiencies leading to noncompliance which do not create an immediate risk to the institution's quality and effectiveness. However, if they are not addressed and fully resolved in a short time, they may threaten quality and effectiveness, and lead to increased noncompliance.

Los Medanos College should submit the **Follow-Up Report by October 15, 2015.**<sup>1</sup> The Report should demonstrate that the College has resolved the deficiencies which led to noncompliance, and that it meets the Standards. The Report should address the recommendations noted below.

**Need to Resolve Deficiencies:**

The Accreditation Standards, as an integrated whole, represent indicators of academic quality and institutional effectiveness. Deficiencies in institutional policies, procedures, practices, and outcomes which lead to noncompliance with any Standards will impact quality at an institution, and ultimately the educational environment and experiences of students. The Commission found Los Medanos College deficient in meeting the following Eligibility Requirements and Accreditation Standards from College Recommendation 1 and College/District Recommendation 1: Eligibility Requirements 14 and 16, and Standards II.B.1; II.B.3.a, II.B.4; II.C.1, II.C.1.c, II.C.2; III.B.1, and III.A.1.c.

Mr. Robert Kratochvil  
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**College Recommendation 1:** With specific reference to the Brentwood Center, in order to meet the Eligibility Requirements and Accreditation Standards, the team recommends that the College ensures it is meeting identified needs of students at the Brentwood Center including quality and availability of student services, technology, facilities, and library support services. In addition, it must demonstrate that these services and resources, regardless of location or means of delivery, support student learning and enhance student achievement, fulfilling the mission of the institution.  
(Standards II.B.1; II.B.3.a, II.B.4; II.C.1, II.C.1.c, II.C.2; III.B.1, and Eligibility Requirements 14, and 16)

**College/District Recommendation 1:**

In order to meet the Standard, the College and the District should thoroughly integrate student learning outcomes into the evaluation process for those who have a direct responsibility for student progress toward achieving student learning outcomes, including non-instructional faculty and staff. (Standard III.A.1.c)

In addition, the Commission requires the College to include in the Report, the status of College Recommendation 2 for improvement as noted below.

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. With this letter, Los Medanos College is being provided with notice of the Standards for which it is out of compliance and is being provided time to meet the Standards.

The Commission noted the absence of actionable improvement plans in many areas of the Self Evaluation Report. The purpose of institutional self evaluation is to develop analyses of strengths and weaknesses of educational quality and institutional effectiveness based on the institution's continuous evaluation and quality improvement activities. Thus, it is the expectation of the Commission that when an institution evaluates itself during the self evaluation process, it should be honest in its findings of need for actionable improvement plans and include the plans in the Self Evaluation Report.

**Improvement of Institutional Effectiveness:**

In its report, the team noted Recommendation 2 has been made for Los Medanos College to increase institutional effectiveness. This Recommendation does not identify current areas of deficiency in institutional practice, but does highlight areas of practice for which College attention is needed.

Mr. Robert Kratochvil  
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February 6, 2015

The Commission requires that institutions address recommendations for increasing institutional effectiveness as an aspect of maintaining compliance with Standards and continuous quality improvement.

**College Recommendation 2:** In order to improve the effectiveness of its resource allocation process, the team recommends that the College close the loop by systematically assessing the effective use of financial resources allocated through the Resource Allocation Process, and use the results of the assessment as the basis for institutional improvement. (Standards III.D.1.a; III.D.4)

Los Medanos College conducted an educational quality and institutional effectiveness review as part of its self evaluation. College-identified improvement plans are another important outcome of the comprehensive self-evaluation process. These plans provide a way for the institution to link its self-evaluation to the regular, ongoing evaluation of institutional plans and processes and to integrate accreditation self-evaluation into the ongoing planning and improvement efforts at the institution. The College will want to track and document changes coming out of its self-identified improvement plans for reporting during the accreditation cycle.

The External Evaluation Report that was sent to the institution 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.

The guidance and 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 for the College to come into compliance. The College's own self evaluation and responsive action is a vital part of a successful, voluntary, peer evaluation process. Institutions are expected to take all action 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, Los Medanos College is expected to use the External Evaluation Report to improve educational programs and services.

I have previously sent you a copy of the External Evaluation Report. Additional copies may now be duplicated. The Commission requires that the College give the Institutional Self Evaluation Report, the External Evaluation Team Report, and this letter appropriate dissemination to College staff and to those who were signatories of the College Self Evaluation Report. This group should include the Chancellor, campus leadership, and the Board of Trustees.

The Commission also requires that the College's Institutional Self Evaluation Report, the External Evaluation Team Report, and this Commission action letter be made available to students and the public by placing a copy on the College website.

Mr. Robert Kratochvil  
Los Medanos College  
February 6, 2015

*Please note that in response to public interest in disclosure, the Commission now requires institutions to post accreditation information on a page no more than one click from the institution's home page.* If you would like an electronic copy of the External Evaluation Team 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 educational quality.

Sincerely,



Barbara A. Beno, Ph.D.  
President

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<sup>1</sup>Institutions 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>).