



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

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June 30, 2009

Dr. Robert Deegan
Superintendent/President
Palomar College
1140 W. Mission Road
San Marcos, CA 92069-1487

Dear President Deegan:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 9-11, 2009, reviewed the institutional Self Study Report, the report of the evaluation team which visited Palomar College Monday, March 9 - Thursday, March 12, 2009, and the information you provided. The Commission acted to issue a **Warning** and to ask that Palomar College correct the deficiencies noted. The College is required to complete a Follow-Up Report by **March 15, 2010**. That report will be followed by a visit of Commission representatives.

A Warning is issued when the Commission finds that an institution has pursued a course of action which deviates from the Commission's eligibility criteria, standards of accreditation, or policies to an extent that raises a concern regarding the ability of the institution to meet accreditation standards. The accredited status of the institution continues during the warning period. However, the institution's accreditation will not be reaffirmed until the conditions which warranted the warning are resolved.

The Follow-Up Report of March 15, 2010 should demonstrate the resolution of the recommendations noted below:

Recommendation #2 (2009)

Integrated Planning, Evaluation, and Resource Allocation Decision Making

In order for the College to meet standards, ensure a broad based, ongoing, systematic, and cyclical process that includes evaluation, planning, resource allocation, implementation, and re-evaluation, the team recommends the following plan development, implementation, evaluation and improvement steps be taken:

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1. Develop a comprehensive and an integrated long range strategic plan including measurable goals that can be used to influence resource allocation decisions on an annual basis. The strategic plan should incorporate the priorities established in all of the College's major plans to include its:
 - a. Technology Plan
 - b. Facilities Master Plan
 - c. **Educational Master Plan** including the addition of the planned expansion
 - d. of facilities to the northern and southern areas of the College's service area
 - e. Human Resources Staffing Plan (I.A.4, I.B.2, I.B.3, 4, III.A.2, III.B.2.b, III.C.2, III.C.1.d).
2. Modify the budget development process in a manner that will place the college's strategic plan priorities at the center of its resource allocation decisions (III.D.1, 1.c).
3. Develop mechanisms to regularly evaluate all of the College's planning and resource allocation processes as the basis for improvement (I.B.6, II.A.2.f, II.B.4, III.D.3, IV.A.5).
4. Develop an updated Technology Plan to address such major concerns as disaster recovery, data security and on-going equipment replacement (III.C, III.C.1.a,c,d, III.C.2, III.D, Previous Recommendation #5).

Recommendation # 3 (2009)

Student Learning Outcomes

In order to meet the standards by 2012, the team recommends that the College identify assessment methods and establish dates for completing student learning outcomes assessments at the institutional level and for all of its courses, programs and services. This process should also include the development of performance measures to assess and improve institutional effectiveness of all programs and services. The College should disseminate the outcomes widely and use these results in the strategic planning and resource allocation process (II.A.1.a,c; II.A.2.a,h; II.B.4; II.C.2 III.A.1.c).

Recommendation # 5 (2009)

Distance Education-Ensure Comparable Quality of Instruction

To meet standards, the team recommends the College focus efforts on identifying processes to ensure the quality of instructional programs, especially the increasingly popular distance education courses, are consistent regardless of the location or delivery mode (II.A.1).

Recommendation # 6 (2009)

Board of Trustees Policies

To comply with the standards, the team recommends the Board of Trustees review, enforce and when necessary prepare policies to set direction on the following areas:

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6. Establish a policy that denies access to the Board of Trustees by members of the Faculty Senate unless due process rights of any employee subject to a discussion about their performance are provided (IV.B.1.e).

I 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. Palomar College must correct the deficiencies noted by June 2011 or the Commission will be compelled to act.

All colleges are required to file a **Midterm Report** in the third year after each comprehensive evaluation. Palomar College should submit the Midterm Report by **March 15, 2012**. The Midterm Report describes resolution of any team recommendations made for improvement, includes a summary of progress on college-identified plans for improvement as expressed in the Self Study Report, and forecasts where the College expects to be by the time of the next comprehensive evaluation.

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 report, the College is expected to use the Evaluation Team Report to improve the educational programs and services of the institution.

The College conducted a comprehensive self study as part of its evaluation. The Commission requires that the plans for improvement of the institution included in its self study efforts be used to support the continuing improvement of Palomar College. The next comprehensive evaluation of the College will occur during **Spring 2015**.

A **final copy** of the Team Report is attached. Please disregard any earlier versions you may have. Additional copies may now be duplicated. The Commission requires you to give the Evaluation Team Report and this letter dissemination to your College staff and to those who were signatories of your College Self Study Report. This group should include campus leadership and the Board of Trustees. The Commission also requires that the Evaluation 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 an electronic copy of the report, please contact Commission staff.

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On behalf of the Commission, I wish to express continuing interest in the institution's educational quality and students' success. Professional self-regulation is the most effective means of assuring institutional integrity, effectiveness and quality.

Sincerely,

A handwritten signature in cursive script, reading "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Ms. Berta Cuaron, Accreditation Liaison Officer
Board President, Community College District
Dr. Steven M. Kinsella, Team Chair
Evaluation Team Members