



June 29, 2020

Ms. Stephanie Kashima, President  
West Valley College  
14000 Fruitvale Avenue  
Saratoga, CA 95070

Dear Ms. Kashima:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 10-12, 2020, reviewed the Institutional Self Evaluation Report (ISER) and evidentiary materials submitted by West Valley College. The Commission also considered the Peer Review Team Report (Team Report) prepared by the peer review team tbn/

## Compliance Requirements

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

SDI 11.A.5 (DIR 1) In order to meet the Standard, the Commission requires that the District systematically evaluate all personnel at stated intervals in accordance with college policies.

SDI 11.C.2 (DIR 2) : In order to meet the Standard, the Commission requires that the District continuously plan technology updates and replacements with the colleges to ensure quality and capacity of technology are adequate to support the College's mission, operations, programs, and services.

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>.

## Modifications to Recommendations

In taking its action, the Commission modified the team's recommendation(s) as follows:

DIR 2 is changed from an improvement recommendation to a compliance requirement. The Commission also determined that the wording of the recommendations should be revised as follows:

DIR 2 (I) In order to improve quality and ensure that capacity of technology is adequate to support the College's mission, operations, programs, and services, the District should continuously plan and coordinate technology updates and replacements with the colleges. (III.C.2)

DIR 2 (C) In order to meet the standard, the Commission requires that the District continuously plan technology updates and replacements with the colleges to ensure quality and capacity of technology are adequate to support the College's mission, operations, programs, and services. (III.C.2)

DIR 1 (I) : In order to improve effectiveness of broad-based, systemic evaluation and planning, the Team recommends that the College follow through with its self-identified Actionable Improvement Plans (I.B, III.D.2, III.D.3, IV.A, IV.D.5) to regularly evaluate its policies and practices across all areas of the institution, including instructional programs, student and learning support services, resource management, and governance processes. (I.B.7, I.B.9)

DIR 1 (I) : In order to increase effectiveness, the Commission recommends that the College strengthen its processes of evaluating its policies and practices across all areas of the institution. (I.B.7)

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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/>.

**Objective 1** : In order to improve, the team recommends that the College establish institutional procedures to ensure that the officially approved course outlines include student learning outcomes commensurate with the scope of each course, and that students in every class section receive a course syllabus that includes those approved learning outcomes. (II.A.3)

**Recommendation 1** In order to increase effectiveness, the Commission recommends that students in every class section receive a course syllabus that includes learning outcomes from the institution's officially approved course outline. (II.A.3)

The Commission also determined that **Objective 2** be deleted from the team report.

### Recommendations for Improving Institutional Effectiveness

The Team Report noted College Recommendations 1, 2 and 4 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.

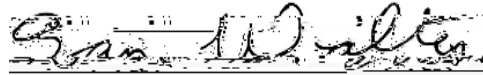
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If you have any questions about this letter or the Commission's action, please feel free to contact Dr. Stephanie Droker or the vice president assigned as liaison to your institution.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephanie Droker", written over a horizontal line.

Stephanie Droker, Ed.D.  
ACCJC President

A handwritten signature in black ink, appearing to read "Ian Walton", written over a horizontal line.

Ian Walton, Ph.D.  
ACCJC Chair

cc: Mr. Bradley Davis, Chancellor West Valley-