



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

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January 31, 2011

Mr. William Duncan
Superintendent/President
Taft College
29 Emmons Park Drive
Taft, CA 93268

Dear President Duncan:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting January 11-13, 2011, reviewed the Follow-Up Report submitted by Taft College and the report of the evaluation team which visited Monday, November 15, 2010. The purpose of this review was to assure that the recommendations made by the evaluation team were addressed by the institution. The Commission took action to **continue** Taft College on **Warning** and require the College to correct the deficiencies noted. The College is required complete a Follow-Up Report by **October 15, 2011**. The Report will be followed by a visit of Commission representatives.

The Commission expects that at the next visit, the College will have demonstrated results that have moved the institution well beyond the current stage of development and implementation in planning, program review, and student learning outcomes.

Warning is issued when the Commission finds that an institution has pursued a course of action which deviates from the Commission's Eligibility Requirements, Accreditation Standards, or policy to an extent that raises a concern regarding the ability of the institution to meet The Standards. The accredited status of the institution continues during the warning period. Warning is being continued at this time for deficiencies identified in the team report and associated with Recommendations 1 and 2.

The Follow-Up Report of **October 15, 2011** should demonstrate the institution's resolution of the deficiencies associated with the recommendations noted below:

Recommendation 1 (2009) Integrated Planning and Evaluation

In order to comply with accreditation standards and to improve, the team recommends that the college complete its strategic plan and use it to guide educational, human resources, facilities, technology, and financial planning. Furthermore, the team recommends that the strategic planning process be used to guide college decision-making and resource allocation. The team recommends that this integrated planning be regularly and systematically evaluated to determine its effectiveness. Finally, the team notes that completion of an educational master plan is an unresolved recommendation from 2003. (IB.2, IB.3, IB.4, IB.6, IIIA.6, IIIB.2.b, IIIC.2, IIID.1.a, IIIA.2.f)

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Recommendation 2 (2009) Program Review

In order to comply with accreditation standards and to improve, the team recommends that the college build on the last two years of revitalized program review and ensure that all programs in all areas of the campus are regularly and systematically reviewed. The team further recommends that program review be integrated into the college's planning processes. The team also recommends that the college regularly and systematically evaluate program review to determine its effectiveness. (IB.3, IIA.1.a, IIB.3, IIB.4)

Recommendation 4 (2009) Ethics Policies

In order to comply with accreditation standards, the team recommends that the college develop ethics policies for all staff. (IIIA.1.d)

The Commission noted that Taft College has accomplished considerable work toward resolution of the abovementioned recommendations. Program reviews are evident in all parts of the campus and the ethics policies have been developed for managers and faculty. Work remains, however, to complete program reviews in "all programs in all areas of the campus [and ensure they] are regularly and systematically reviewed." The ethics policy for classified personnel is still in draft form, and the complete ethics policy still awaits Board approval.

I wish to inform you that under U.S. Department of Education regulations, institutions out of compliance with Accreditation Standards or on sanction are expected to correct deficiencies within a two-year period or the Commission must take action to terminate accreditation. Taft College must correct the deficiencies noted in Recommendations 1 and 2 by October 15, 2011, or the Commission will be compelled to act.

Commission Reminder: The Commission expects that institutions meet standards that require the identification and assessment of student learning outcomes, and the use of assessment data to plan and implement improvements to educational quality, by fall 2012. The Commission reminds Taft College that it must be prepared to demonstrate that it meets these standards by fall 2012 (Standards I.B.1, II.A.2.e, II.A.2.f, II.B.4, and II.C.2).

The Follow-Up Report will become part of the accreditation history of the College and should be used in preparing for the next comprehensive evaluation. I have previously sent you a copy of the Evaluation Team Report. Additional copies may now be duplicated. The Commission requires that you give the report and this letter appropriate dissemination to your college staff and to those who were signatories of your college report. This group should include campus leadership and the Board of Trustees. The Commission also requires that all reports 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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Finally, ACCJC staff is available to assist the College with consultation and advice on the recommendations identified above.

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 that reads "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Mr. Henry Yong, Accreditation Liaison Officer
Board President, West Kern Community College District
Mr. William Farmer, Jr., Team Chair