



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

10 COMMERCIAL BOULEVARD  
SUITE 204  
NOVATO, CA 94949  
TELEPHONE: (415) 506-0234  
FAX: (415) 506-0238  
E-MAIL: accjc@accjc.org  
www.accjc.org

Chairperson  
LURELEAN B. GAINES  
East Los Angeles College

Vice Chairperson  
FLOYD K. TAKEUCHI  
Public Member

President  
BARBARA A. BENO

Vice President  
SUSAN B. CLIFFORD

Vice President  
STEVE MARADIAN

Vice President  
GARMAN JACK POND

Associate Vice President  
LILY OWYANG

Business Officer  
DEANNE WILBURN

ITAS  
TOM LANE

February 3, 2009

Dr. Douglas B. Houston  
Superintendent/President  
Lassen Community College  
P. O. Box 3000  
Susanville, CA 96130

Dear President Houston:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 7-9, 2009, reviewed the Follow-Up Report submitted by the college and the report of the evaluation team which visited on Thursday, October 16, 2008. The Commission also considered the testimony of President Douglas Houston. The Commission took action to accept the report, **remove Probation, place the college on Warning**, and require that the college complete a Follow-Up Report by **March 15, 2009**. That report will be followed by a visit of Commission representatives.

The Follow-Up Report of **March 15, 2009** should demonstrate the institution's resolution of the recommendations below:

**Recommendation 1 (previous Recommendation #19 - 2002): Institutional Planning and Decision-Making**

The college must implement and evaluate ongoing student learning outcomes and institutional planning processes, which should be based on data and research that results in a strategic plan, and incorporate all other college planning documents, such as an educational master plan, a technology plan, and a facilities plan. These processes should guide future enrollment management decisions, resource allocation, and most importantly educational programs and services for the students and the community. The processes should be evaluated, using agreed-upon criteria, on an annual basis to determine the effectiveness of the governance groups and leadership responsible for them, as well as the success of the planned outcomes and actions stated in the plans. (Standards IA.4, IB.3, 4, 5, 6, & 7, IIA.1c, IIA.2e, IIA.2f, III B.2a&2b, III C.1&2, IIID.1 - d, IIID.2 a - g, III D.3, IV A.3, IV A.5)

**Recommendation 2: (previous Recommendation #14 - 2002) Student Learning Outcomes**

The team recommends that the college achieve a sustainable level of assessing student learning outcomes, which can be used for continuous quality improvement.

Dr. Douglas B. Houston  
Lassen Community College  
February 3, 2009  
Page Two

Administrators, faculty, and staff need to continue to conduct meaningful, timely, and inclusive dialogue with all constituent groups to identify, develop, implement, and assess student-learning outcomes at the course, instructional and non-instructional programs, and degree levels and use the results of those assessments to improve student learning, services, plans, and institutional effectiveness. (Standards IB.1, IB.4, IB.7; Standard IIA.1c, IIA.2a, IIA.2b, IIA.2e, IIA.2f, IIA.2g, IIA.2i, IIA.3, IIA.6, IIA.6a, IIB.1, IIB.3.e, IIB.4, IIC.2; Standard III; and Standard IVA.1, IVA.2b, IVB.1b)

**Recommendation 3: (previous Recommendation #17 - 2002): Institutional Research**

The college must fully develop, implement, and evaluate its research capabilities (staff skills, data analysis/interpretation and use of data) assuring the college has the appropriate resources and staff to perform the necessary research, data collection, and analysis to meet all accreditation standards. The college needs to conduct research on programs and services, student achievement and learning outcomes, and institutional effectiveness, such that program reviews and stated learning outcomes can draw on this resource to improve the effectiveness of the college. The results of the research need to be used by the leadership and all governance groups in their deliberations, dialogue, and decision-making. (Standards IB.3, IB.4, 5, 6, 7, IIA.1a, IIA.2e, IIA.2f, IIB.3a – 3e, IIB.4, IIC.2, IVA.1 –4)


I also 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. While Recommendations 1, 2, and 3 identified as deficiencies were also noted by the year 2002 evaluation team, the Commission has extended Lassen College's time to correct these deficiencies for good cause. The institution has continued to make significant movement toward resolving these deficiencies and has enlisted the assistance of the State through a Special Trustee for additional assistance as it works to resolve these deficiencies.

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 the report electronically to place on your web site or for some other purpose, please contact Commission staff. 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.

Dr. Douglas B. Houston  
Lassen Community College  
February 3, 2009  
Page Three

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 quality.

Sincerely,



Barbara A. Beno, Ph.D.  
President

BAB/tl

cc: Ms. Susan Mouck, Accreditation Liaison Officer  
Board President, Lassen CCD  
Dr. Sherrill Amador, Team Chair  
Evaluation Team Members