



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

*Western Association
of Schools and Colleges*

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August 17, 2015

Dr. Kevin Walthers
Superintendent/President
Allan Hancock College
800 South College Drive
Santa Maria, CA 93454-6399

RE: 2015 Annual Report Responses
Request for Additional Information

Dear Superintendent/President Walthers:

Allan Hancock College is asked to provide additional information to the ACCJC. In its 2015 Annual Report responses concerning institution-set standards and student achievement, the college provided incomplete information and is being asked to submit that information at this time. This additional information should be provided in the form of a letter and can include, for requested data elements, one or more tables consistent with the format in the Annual Report. The additional information should be provided to the ACCJC by **October 15, 2015**.

INSTITUTION-SET STANDARDS AND STUDENT ACHIEVEMENT

Request for Additional Information

In its 2015 Annual Report, the college did not provide institution-set standards related to job placement rates for any programs, nor did it provide institution-set standards for licensure examination passage rates. Member institutions are required to have institution-set standards for job placement rates and licensure examination passage rates and to track these rates for CTE program completers. In the 2015 Annual Report, institutions were asked to provide this information for any program which had at least ten program completers in 2012-2013.

For each career-technical education program at the college which had at least 10 program completers in 2012-2013:

- State the institution-set standard for job placement rate.
- Specify the job placement rate for 2012-2013 completers in each program.
- Describe how job placement rates are being tracked.

For each career-technical program at the college in which students must pass a licensure examination in order to work in their field of study, and which had at least 10 program completers in 2012-2013:

- State the institution-set standards for examination passage rates in each of those programs.
- Specify the examination pass rate in 2012-2013.

If the college did not have at least 10 program completers in any CTE program in 2012-2013, then please respond by providing that information.

Institution-Set Standards

In January 2013, ACCJC President Barbara Beno wrote to the CEOs and ALOs of member institutions, apprising them of the requirement for institutions to establish institution-set standards (ISS) for performance related to student achievement. Member institutions were to define each standard (what was being measured) and establish the level (for that standard) of expected performance pertinent to the institutional mission. The ISS would be appropriate to higher education and would be used by institutions in evaluating student achievement results, assessing institutional achievement of mission, and identifying needed improvements, both within programs and across the institution.

In 2014, and again in 2015, member institutions were asked to provide information concerning institution-set standards in their Annual Reports. Institutions were required to report the ISS and their performance related to course completion across the institution, and to licensure examination passage rates and job placement rates in career and technical education programs, according to ACCJC-defined criteria.¹ All career-technical programs with at least 10 program completers in the designated academic year were to be included in the Annual Report. In their reports, institutions were also asked to provide both the definitions and expected performance levels of ISS they developed for the other areas of student achievement related to their institutional mission.

As you are aware, the ongoing discussions in Washington around the Higher Education Act and institutional accountability concern the setting of benchmarks by the Department of Education or by regional accreditors as to levels of student achievement which will be required in order for institutions to qualify for accredited status and federal student aid and grants. The ACCJC believes that *institution-set* standards are the appropriate means by which institutional performance as to student achievement is evaluated by accredited institutions and by peer evaluators. The active use of institution-set standards by institutions in assessing program and institution-wide performance as to student achievement is an important element of institutional practice as well as accreditation review. Institution-set standards correspond with principles of effective practice, including: applying accreditation standards to the institutional mission and

¹ These three areas of student achievement performance are specifically required in federal regulations to be among the institution-set standards and achievement levels monitored by the ACCJC. For these, the ACCJC established the definitions to be used by member institutions.

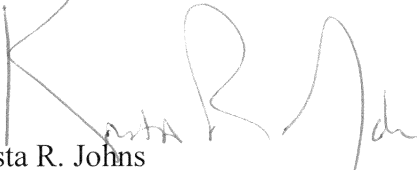
Dr. Kevin Walthers
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goals; directing institutional energies toward enhancing student learning and increasing student achievement; promoting academic quality with recognition of student needs and societal expectations; operations which remain current with the evolving higher education expectations for institutional effectiveness; and continuous quality improvement from within the institutions and systems of higher education.

Please refer to the College's 2015 Annual Report for additional detail concerning the College submission. The report form instructions can be found at www.accjc.org/annualreport/index.php by clicking on *Getting Started Instructions* in the dialog box. No log-in or password is required for the instructions. We also recommend that you review the Eligibility Requirements and Accreditation Standards adopted in 2014. These can be found at: <http://www.accjc.org/eligibility-requirements-standards>.

If you have any questions concerning this request for additional information, do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Krista R. Johns', is written over a horizontal line.

Krista R. Johns
Vice President for Policy and Research

KRJ/mg

cc: Dr. George Railey, Accreditation Liaison Officer