



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

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January 31, 2008

RECEIVED

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NORCO PRESIDENT

Dr. Brenda Davis
President
Norco Campus,
Riverside City College
2001 Third Street
Norco, CA 92860

Dear President Davis:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 9-11, 2008, reviewed the institutional self study report and the report of the evaluation team which visited RCC Norco Campus on Monday, October 8-Thursday, October 11, 2007. The Commission acted to deny initial accreditation and grant Candidacy for Accreditation status for a two-year period to January 2010. The Commission requires that RCC Norco Campus submit a Report by October 15, 2009. The report should focus on resolution of the following recommendations:

District Recommendation 1:

The team recommends that the board of trustees and chancellor develop and implement a district strategic plan that will:

- Align with the district mission statement (Standards IA.1 and IIID.1);
- Provide a framework for the college's/campuses' strategic plans (Standard IB.4); and
- Drive the allocation of district resources for the college, campuses, and district office (Standard IIID.1; Eligibility Requirement 19).
The need to connect budget and planning remains unfulfilled from the 2001 accreditation recommendations.

District Recommendation 2:

The team recommends that the district and college/campuses develop, implement, and assess a resource allocation model that

- Is open, transparent, and inclusive; (Standards IB and IVB.3c)
- Is widely disseminated and reviewed periodically for effectiveness; (Standards IIID.2b and IIID.3)
- Is linked to the strategic plans at the district, college, and campus levels (Standards IA.1, IIID.1 a-d, and IVB.3c; Eligibility Requirement 19).

Dr. Brenda Davis
Norco Campus,
Riverside City College
January 31, 2008
Page Two

District Recommendation 3:

The team recommends that college, campus, and district administrators and faculty delineate, document, and assess:

- The roles and responsibilities between and among the district's entities; (Standard IVB.3; Policy and Procedures for the Evaluation of Institutions in Multi-College/Multi-Unit Districts or Systems)
- The roles and scope of authority of the CEOs at the district and college/campus levels; (Standard IVA.2)
- A feedback loop between and among the entities on key issues, such as planning, staffing priorities, etc.; (Standards IVA.2, IVB.3, IVB.4, and IVB.6).

District Recommendation 4:

The teams recommend that the district clearly specify personnel selection procedures for district administrators including the position of the chancellor. These selection processes must include input from the various college/campuses constituent groups (Standards IIIA.1, IIIA.3, IVA.2, and IVB.1).

District Recommendation 5:

As recommended by the 2001 accreditation visiting team, the teams recommend that the board of trustees implement its recently approved process for self-evaluation (Standard IVB.1g).

• **Campus Recommendation 1:**

The team recommends that the campus prepare for greater procedural and operational authority as an independent college. This should be demonstrated in several key aspects of student learning programs and services, leadership, and governance. These include preparation for full authority of on-site administration, the development and approval of curriculum, and the process of planning and allocation. (Standards I.B, II.A, II.B, IV.A)

• **Campus Recommendation 2:**

The team recognizes that significant progress has occurred with Student Learning Outcomes. However the team recommends that the efforts be accelerated to expand recurrent cycles of authentic assessment and campus-wide dialogue on results. (Standards I.B, II.A, II.B)

Campus Recommendation 3:

The team recommends that strategic planning include the total cost of ownership for allocations such as staffing, professional development, technology, and planning for all new facilities and capital projects, including long range planning. (Standards III.A.2, 6; III.B.2.a; III.C.1.b, d; III.C.2; III.D.1.a-d, 3)

Dr. Brenda Davis
President
Norco Campus,
Riverside City College
Page Three

Candidacy for Accreditation is subject to the conditions stated in the *Eligibility, Candidacy and Initial Accreditation Manual*. If it wishes to describe its candidate status publicly, the institution must use the following statement in its entirety. The Commission Policy on Representation of Accredited Status is enclosed. Any modification or extension of the statement may lead to immediate revocation of candidacy. Note that both paragraphs are required.

Representation of status by candidate institutions

(Name of institution) is a candidate for accreditation by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges 10 Commercial Blvd. Suite 204, Novato, CA 94949, 415-506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

Candidate for Accreditation is a status of preliminary affiliation with the Commission initially awarded for up to two years. Candidacy is not accreditation and does not assure eventual accreditation.

Candidate for Accreditation status is granted for a term of two years, and may be renewed once. During candidacy, an institution is expected to prepare to meet all standards of accreditation. The Norco Campus is advised that it will need to inform the Commission by January 2009, whether it wishes to petition for an extension of Candidacy in January 2010, or wishes to proceed to conduct a self study report and petition for initial accreditation at that time.

If the institution chooses to conduct a self study in preparation for initial accreditation, the report should provide evidence to demonstrate how the institution meets or exceeds the Standards of Accreditation, with particular attention to the recommendations noted in the report of the 2007 evaluation team. These team recommendations identify key areas where the institution needs to make improvements, and are especially urgent since at least two of the team's recommendations deal with matters relating to institutional eligibility.

Commission staff will be pleased to consult with the campus in order to facilitate progress in meeting all of the Standards of Accreditation and in preparing the self study.

I have previously sent you one copy of the evaluation team report. Additional copies may now be duplicated as needed. The Commission requires that you give the report and this letter appropriate dissemination to your campus staff and to those who were signatories of your campus self study. This group should include the Chancellor, campus leadership, and the Board of Trustees.

Dr. Brenda Davis
President
Norco Campus,
Riverside City College
Page Four

The Commission also requires that all reports be made available to students and the public. Placing copies in the library can accomplish this. The Self Study Report will become part of the accreditation history of the campus and should be used in preparing for the next evaluation.

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: Dr. Jim Buysse, Interim Chancellor, Riverside CCD
Dr. Gaither Loewenstein, Accreditation Liaison Officer
Board President, Riverside CCD
Dr. Tyree Wieder, Team Chair
Evaluation Team Members