

October 11, 2005



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

10 COMMERCIAL BOULEVARD  
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Public Member

Vice Chairperson  
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Long Beach City College

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LILY OWYANG

Business Officer  
BARBARA DUNHAM

ITAS  
TOM LANE

Mr. Odell Johnson  
President  
Laney College  
900 Fallon Street  
Oakland, CA 94607

Dear President Johnson:

At the meeting of January 12-14, 2005, the Accrediting Commission for Community and Junior Colleges took action with regard to Laney College, which included requiring a Progress Report with a visit. This letter will confirm that the report is due in the Commission offices **and to the visiting team members** by October 15, 2005, and the visit will take place on Friday, October 28, 2005. You are reminded to send one electronic copy and three hard copies of the Progress Report to the Commission office.

The team roster is attached. Should any member of this team represent a conflict of interest or otherwise warrant attention, please contact me promptly. The team will devote its attentions primarily to the matters that are identified in the Action Letter (attached) and to which the report is directed. You will be hearing from the team chair to discuss the visit and take care of any logistical matters that might be involved.

Upon completion of the visit, the Team Chair will prepare a short report which will be presented to the Commission at its meeting January 2006. Soon after the meeting, the College will be informed of the action taken by the Commission. I must remind you that after the visit, the College will be billed for the visit itself (direct costs plus fifteen percent for office overhead).

Thank you for all of your work in support of accreditation processes. Quality assurance, institutional effectiveness and ongoing improvement can only result with the kind of special efforts that you and Laney College are making.

Sincerely,

Barbara A. Beno, Ph.D.  
President

BAB/tl

Enclosure: Action Letter, Team Roster



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Staff Associate  
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Business Officer  
BARBARA DUNHAM

ITAS  
TOM LANE

January 31, 2005

Mr. Odell Johnson  
President  
Laney College  
900 Fallon Street  
Oakland, CA 94607

Dear President Johnson:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 12-14, 2005, reviewed the Progress Report submitted by Laney College and the report of the evaluation team which visited on Monday, November 8, 2004. The purpose of this review is to assure that the recommendations made by the evaluation team were addressed by the institution.

The Commission moved to issue a **Warning as a result of the District's failure to satisfactorily address the recommendations made to it and to ask that Laney College work with the District to correct the deficiencies noted. The college is required to complete a Progress Report by **October 15, 2005**. The report will be followed by a visit by Commission representatives.**

A warning is issued when the Commission finds that an institution has pursued a course of action which deviates from the Commission's eligibility criteria, standards of accreditation, or policy to an extent that raises a concern regarding the ability of the institution to meet accreditation standards. The accredited status of the institution continues during the warning period.

The Progress Report of October 15, 2005 should focus on the recommendations below:

**Recommendation #1.** The team recommends that a district wide plan and an implementation process should be created that is strategic and systematically integrates the educational, financial, physical and human resources of the district. All planning processes should be inclusive of the four colleges and the communities served by the district. The plan should include identified institutional outcomes with criteria for evaluation on a periodic basis. It is recommended that the district wide plan integrate the educational master plans and program reviews of the colleges. The chancellor should ensure that the plan and the ongoing planning processes are communicated throughout the district. Standards 3.B.1, 3.B.3, 3.C.3, 10.C.1, 10.C.6)

Mr. Odell Johnson  
Laney College  
January 31, 2005  
Page Two

**Recommendation #2.** The team recommends that the Peralta Community College District should provide a detailed and concrete plan that clearly identifies the steps, timelines, and measurable actions that are being undertaken by the district to provide funding for the long-term liability posed by health care benefits. (Standard 9.C.1)

**Recommendation #4.** The team recommends that the Board of Trustees adhere to its appropriate functions and policy orientation, and rely upon the District Chancellor for recommendations affecting the organization of the district as well as the hiring, retention, and termination of all categories of district and college staff. The team further recommends that the Board of Trustees clearly identify and widely disseminate the roles and responsibilities assigned to the district administration and those assigned to the college administration so that the appropriate responsibility and authority and related accountability standards are established. (Standards 10.A.3, 10.A.4, 10.C.1, 10.C.2, 10.C.3)

I also wish to inform you that under U.S. Department of Education regulations, institutions on sanction are expected to correct deficiencies within a two-year period or the Commission must take action to terminate accreditation.

I have previously sent you a copy of the evaluation team report. Additional copies may now be duplicated. The Commission requires you to give the College Progress Report, the team report and this letter appropriate dissemination to your college staff. The Commission also requires that the reports and the Action Letter be made available to 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.

Sincerely,



Barbara A. Beno  
Executive Director

BAB/tl

cc: Mr. Elihu Harris, Chancellor, Peralta Community College District  
Dr. Jose Ortiz, Accreditation Liaison Officer  
Board President, Peralta Community College District  
Ms. Linda Henderson, U.S. DOE

October 11, 2005

Laney College  
Progress Report Visit Team Roster  
Friday, October 28, 2005

The college's Progress Report must be sent to each team member prior to the visit in addition to the three hard copies and the electronic version sent to the Commission office.

Dr. William Scroggins (**CHAIR**)  
President  
Modesto Junior College  
435 College Ave  
Modesto CA 95350  
E-Mail: scrogginsb@yosemite.cc.ca.us  
Telephone: 209-575-6067  
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Mr. Garman Pond  
Vice President  
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# Confidential Fax Transmission Cover Page

Accrediting Commission For Community and Junior Colleges  
Western Association of Schools and Colleges

To: **Mr. Odell Johnson, President  
Laney College**

Date: **October 11, 2005**

Fax #: **510-464-3528**

Pages: **5 (includes cover page)**

From: **Dr. Barbara A. Beno, President**

Subject:

**COMMENTS:**

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Please find enclosed a confidential fax from Dr. Barbara A. Beno.

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If we can assist you in any way please do contact the Commission office.

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**ACCJC**  
**10 Commercial Blvd Suite 204**  
**Novato, CA 94949**  
**Telephone: 415.506.0234**  
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**Peralta Community College  
District Accreditation Team Visit Schedule  
October 28, 2005**

**Morning**

College accreditation teams of two members each (total of 8) will visit the four colleges.

**Afternoon**

- 12:00 Team members will have lunch in the District's boardroom (PCCD will provide sandwiches)
- 1:30 Meeting with the District researcher (Dr. Margaret Haig, Vice Chancellor of Educational Services; Dr. Chuen Chan, Associate Vice Chancellor for Research & Institutional Development); Chair of the District Strategic Planning Committee (Dr. Joseph Bielanski, President, District Academic Senate; and, Evelyn Lord, Vice President, District Academic Senate)  
[District Recommendation One]
- 2:15 Vice Chancellor of Finance and Chief Financial Officer (Tom Smith)  
[District Recommendations One, Two]
- 2:45 Vice Chancellor Human Resources (Thuy Nguyen)  
[District Recommendation Three]
- 3:00 Two or three board members (Bill Withrow, Trustee, Chair of Standards Committee, Chair of Board 's portion of the Integrated Strategic Planning Process; and Dr. William Riley, President of the Board of Trustees)  
[District Recommendations One, Two, and Three]
- 3:30 Chancellor (Elihu Harris, Esq.)
- 4:00 Teams meet to review evidence of progress (documentation) and summarize confidential findings
- 4:30 Coordinating Team Chair (Sherrill Amador) holds exit interview with Chancellor Harris

NOTE: Meetings will be held in the District's boardroom.

10/19/05 SAmador





Telephone Message: 10/12/05

From: Dr. Sherrill Amador  
[sherrilla@cox.net](mailto:sherrilla@cox.net)  
760.737.8911

To: Chancellor Harris

Subject: October 28, 2005  
Accreditation Team Visit Schedule

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Morning: Team of 2 each (8 total) will go to the 4 colleges

12:00 Team will have lunch in the District's boardroom (PCCD will provide sandwiches)

1:30 Meeting with the District researcher (Dr. Margaret Haig, Vice Chancellor of Educational Services; Dr. Chuen Chan, Associate Vice Chancellor for Research & Institutional Development)

2:00 Chief Financial Officer (Tom Smith)

2:30 Chair of the District Strategic Planning Committee (Dr. Joseph Bielanski, President, District Academic Senate; and, Evelyn Lord, Vice President, District Academic Senate)

3:30 Two board members actively involved in the planning (Bill Withrow, Trustee, Chair of Standards Committee, Chair of Board 's portion of the Integrated Strategic Planning Process; and Dr. William Riley, President of the Board of Trustees)

4:00 Chancellor (Elihu Harris, Esq.)

4:15 Team will take time without the staff to collect the findings

4:30 Exit Interview with Chancellor Harris

NOTE: Meetings will be held in the District's boardroom.

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