



FOLLOW-UP REPORT

ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES
WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES

Cuyamaca College
900 Rancho San Diego Parkway
El Cajon, CA 92019

Submission Date: October 15, 2009

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STATEMENT OF REPORT PREPARATION

Since the October 2007 evaluation visit by the visiting team representing the Accrediting Commission for Community and Junior Colleges, Cuyamaca College has maintained the team's report and recommendations as a central part of its annual planning, decision-making, and implementation processes. Both the visiting team and the self-study recommendations have been integral objectives in the college's Annual Implementation Plans which are monitored by the principal shared governance body, the Innovation and Planning Council. By extension, the main college divisions, including the President's Office, Instruction, Student Development and Services, and Administrative Services, have implemented action plans to ensure progress in responding to recommendations in their respective areas.

The Follow-Up Report has by written by a team which was appointed by the college president and which included the Accreditation Liaison Officer, the Academic Senate President, and the Vice President for Administrative Services. Because Cuyamaca College's sister college in the district, Grossmont College, was submitting a report at the same time, this writing team has attended district-wide meetings of an Accreditation Steering Committee in order to ensure relatively common responses to similar recommendations and to participate in discussions and deliberations about recommendations touching on overlapping interests.

The Follow-Up Report has been developed, reviewed, and endorsed by the college's governance leadership, as the following signatures attest. This Follow-Up Report was reviewed and approved by the Board of Trustees, Grossmont Cuyamaca Community College District, on September 8, 2009,

Ron Manzoni, Interim President

Wm. T. O'Hare, Interim Vice President of Instruction and Accreditation Liaison Officer

Michael Wangler, President, Academic Senate

Maggie Gonzales, Vice President, Classified Senate

Bobby Carino, President, Associated Students

DISTRICT REPRESENTATIVES:

Cindy Miles, Ed.D., Chancellor

William Garrett, President, Board of Trustees

**ACCREDITATION FOLLOW-UP REPORT TO
ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES
October 15, 2009**

RECOMMENDATIONS TO BE ADDRESSED

In a letter from Barbara Beno, President of the ACCJC, dated January 31, 2008, the Commission requested that Cuyamaca College respond to the following:

The Commission asks that the Progress Report be submitted by October 15, 2009. The Progress Report should demonstrate the institution's resolution of the recommendation as noted below:

Recommendation 6: District Leadership and Governance

The team recommends that the district, using appropriate consultation, develop and implement policies and procedures that lead to effective leadership and governance throughout the district. Specifically, the Board of Trustees must

- establish and implement a formal process for consistent and regular self-evaluation for inclusion in its policies and by-laws (Standard IV.B.1.g).
- establish and implement formal policies and procedures for the selection of and regular evaluation of the college president (Standard IV.B.1.j).

A subsequent letter, dated January 2009, indicated that the report to be submitted by the college should be called a "Follow-Up Report."

Cuyamaca College has fulfilled the Commission's request and the visiting team's recommendations per the following analysis and evidence.

RESPONSE TO RECOMMENDATIONS

1. The Board of Trustees is to establish and implement a formal process for consistent and regular self-evaluation for inclusion in its policies and by-laws.

Approval of a policy or procedure by the District Executive Council (DEC), implies and includes approval by the constituency groups (Associated Students, Classified Senate, Administrators Association, and Academic Senate) through their representation on DEC and, in the case of the Academic Senate, also through vote of the constituency representative group.

Resolution

Board Policy 2745, Board Self-Evaluation, and Administrative Procedure 2745, Board Self-Evaluation, have been written and approved.

Analysis of Results

The formulation, review, and approval of the policy and procedure were undertaken according to the shared governance processes of the colleges and the district, thereby assuring widespread input into and support for the resulting Board Policy and Procedure.

The Board of Trustees has formulated a self-evaluation instrument and has conducted its initial self-evaluation (in summer 2008). The results of that evaluation were placed on the Board Agenda on September 16, 2008 and have become a matter of public record. (Self-Evaluation Form and 2008 Board Self-Evaluation Summary Report attached.)

Evidence of Results

BP 2745 Board Self-Evaluation

Approval calendar:

- Revisions to August 21, 2001 policy accepted by Governing Board – June 19, 2007 Minutes
- Additional updates submitted to and approved by DEC – July 7, 2008 Minutes
- Revisions accepted (docket item 201) by the Governing Board - July 15, 2008 Minutes
- Further updates submitted to and approved by DEC - September 8, 2008 Minutes [DEC agreed that the changes under consideration were technical in nature, not requiring the full 60-day review process.]
- Current policy approved by Governing Board – September 16, 2008 Minutes

AP 2745 Board Self-Evaluation

Approval calendar:

- Approved by DEC – July 7, 2008 Minutes
- Approved by the Governing Board – July 15, 2008 Minutes
- Self-Evaluation Form (Item 201) approved by Governing Board – July 15, 2008 Minutes
- Self-Evaluation conducted by Governing Board – Summer 2008
- Summary Report of self-evaluation presented as information item at Governing Board meeting – September 16, 2008 Minutes

Additional Plans

This recommendation has been fully satisfied. There are no plans for additional action.

- 2. The Board of Trustees is to establish and implement formal policies and procedures for the selection of the college president.**

Resolution

Board Policy 7111, College President Selection, and Administrative Procedure 7111, College President Selection, have been written and approved.

Analysis of Results

The formulation, review, and approval of the policy and procedure were undertaken according to the shared governance processes of the colleges and the district, thereby assuring widespread input into and support for the resulting Board Policy and Procedure.

The Board of Trustees implemented the approved policy and procedure when it launched the search for a permanent president for Cuyamaca College in spring 2009. The policy and procedure will be used for all future searches for presidents of the district's colleges.

Evidence of Results

BP 7111 College President Selection

Approval calendar:

- Approved by DEC – July 7, 2008
- Approved (docket item 202) by Governing Board – July 15, 2008 Minutes

AP 7111 College President Selection

Approval calendar:

- Approved by DEC – December 1, 2008
- Presented as information (item 655.1) to Governing Board – December 9, 2008

Additional Plans

This recommendation has been fully satisfied. There are no plans for additional action.

- 3. The Board of Trustees is to establish and implement formal policies and procedures for the evaluation of the college president.**

Resolution

Board Policy 7112, College President Evaluation, and Administrative Procedure 7112, College President Evaluation, have been written and approved.

Analysis of Results

The formulation, review, and approval of the policy and procedure were undertaken according to the shared governance processes of the colleges and the district, thereby assuring widespread input into and support for the resulting Board Policy and Procedure.

The Board of Trustees will implement the approved policy and procedure when it conducts its annual evaluations of the presidents of Cuyamaca College and Grossmont College.

Evidence of Results

BP 7112 College President Evaluation

Approval calendar:

- Approved by DEC – December 1, 2008
- Approved (docket item no. 206) by Governing Board – December 9, 2008 Minutes

AP 7112 College President Evaluation

Approval calendar:

- Approved by DEC – February 9, 2009
- Presented as information (item 658) to Governing Board – February 17, 2009

Additional Plans

This recommendation has been fully satisfied. There are no plans for additional action.