June 29, 2015

Dr. Kimberly Perry
Superintendent/President
Butte College
3536 Butte Campus Drive
Oroville, CA 95965

Dear President Perry:


College Accreditation Reaffirmed:

The Commission took action to reaffirm accreditation and require the College to submit a Follow-Up Report in October 2016. The Report will be followed by a visit of an external evaluation team.

Reaffirmation is granted when the institution substantially meets or exceeds the Eligibility Requirements, Accreditation Standards, and Commission policies. Reaffirmation with a Follow-Up Report is required when there are deficiencies leading to noncompliance which do not create an immediate risk to the institution’s quality and effectiveness. However, if they are not addressed and fully resolved in a short time, they may threaten educational quality and institutional effectiveness, and lead to increased noncompliance.

Butte College must submit the Follow-Up Report by October 1, 2016.1 The Follow-Up Report should demonstrate that the College has resolved the deficiencies which led to noncompliance and that it meets the Standards. The Report should address the three recommendations noted below.

Need to Resolve Deficiencies:

The Accreditation Standards represent practices that lead to academic quality and institutional effectiveness. Deficiencies in institutional policies, procedures, practices, and outcomes which lead to noncompliance with any Standards will impact quality at an institution, and ultimately the educational environment and experiences of students.
The Commission found Butte College out of compliance with the following Accreditation Standards: Standards I.B.3, I.B.4, II.A.2.a, II.A.2.e, II.A.2.f, II.A.6, II.B.1, II.B.3, II.B.4, II.C.1, II.C.2, III.C.1.a, III.C.2, III.D.1.a, III.D.4, IV.B.2.b. The External Evaluation Report that was sent to the institution provides details of the team’s findings with regard to each Eligibility Requirement and Accreditation Standard and should be read carefully and used to understand the team’s findings. College Recommendations 1, 2, and 3 provide guidance for coming into compliance.

**Recommendation #1:** In order to meet the standards related to institutional effectiveness and resources, the team recommends that the College:

1. Enhance its unit planning process to ensure closer alignment with student learning outcome assessment results and program achievement data. (I.B.3, II.B.3, II.B.4, II.C.2, III.C.2, III.D.1.a, IV.B.2.b)
2. Develop an institutional financial assessment methodology and process that is integrated with the program review and unit planning process and provides formative feedback in the subsequent year planning and budget process. (I.B.3, I.B.4, II.B.1, II.B.4, III.C.1.a, III.C.2, III.D.4)
3. Expand the documentation of dialogue that is informed by data and that results in actions for improvement so that those actions and supporting data can be memorialized and referenced for future cycles of evaluation and improvement. This documentation should include development and implementation of actionable improvement plans for areas of concern identified during the comprehensive self evaluation process. (I.B.4)

**Recommendation #2:** In order to meet the standards and to provide comparable student and learning support services to all students regardless of location or means of delivery, the team recommends that the College provide comprehensive support services for distance education students. Further, the team recommends that the College develop a more comprehensive Outlying Centers Plan, with measurable objectives, that is integrated into the Multi-Year Integrated Planning System (MIPS) process to ensure it is prioritized, implemented, and evaluated as part of that ongoing process. (II.B.1, II.B.3, II.C.1)

**Recommendation #3:** In order to meet the standards, the team recommends that the institution ensures that all class sections have syllabi that specifically state learning objectives consistent with those in the institution’s officially approved course outline. The team further recommends that the College develop comprehensive assessment reports for all SLOs and PLOs that are completed and updated on a regular basis. Course, program student services, and learning support services learning outcomes assessment need to be ongoing, systematic, and used for continuous quality improvement. (II.A.2.a, II.A.2.e, II.A.2.f, II.A.6, II.B.4, II.C.2)

**Additional Information:**

Under U.S. Department of Education enforcement regulations, the Commission is required to take immediate action to terminate the accreditation of an institution which is out of compliance with any Standard.
Dr. Kimberly Perry  
Butte College  
June 29, 2015  

In the alternative, the Commission can provide the institution with additional notice and a deadline for coming into compliance that is no later than two years from when the institution was first informed of the noncompliance. With this letter, Butte College is being provided with notice of the Standards for which it is out of compliance and is being provided time to meet the Standards.

The guidance and recommendations contained in the External Evaluation Report represent the best advice of the peer evaluation team at the time of the visit but may not describe all that is necessary for the College to come into compliance. While an institution may concur or disagree with any part of the Report, Butte College is expected to use the External Evaluation Report to improve educational programs and services. In addition, the College has the responsibility to accept the Commission’s action and to uphold the integrity of the accreditation process by accurately portraying it and helping institutional constituencies to understand the Eligibility Requirements, Accreditation Standards, and Commission policies pertinent to the Commission action.

I have previously sent you a copy of the External Evaluation Report. The Commission requires that the College give the Institutional Self Evaluation Report, the External Evaluation Team Report, and this letter appropriate dissemination to College staff and to those who were signatories of the College Self Evaluation Report. This group should include the campus leadership and the Board of Trustees. The Commission also requires that these documents be made available to students and the public by placing a copy on the College website. Please note that in response to public interest in disclosure, the Commission now requires institutions to post accreditation information on a page no more than one click from the institution’s home page.

On behalf of the Commission, I wish to encourage your continued work to ensure Butte College’s educational quality and to support students’ success. Professional self-regulation is the responsibility of an accredited college and the accreditor. Thank you for sharing in that responsibility.

If you should have any questions concerning this letter or the Commission action, do not hesitate to contact me.

Sincerely,

Barbara A. Beno, Ph.D.  
President

BAB/tl

1 Institutions preparing and submitting Follow-Up Reports should review Guidelines for the Preparation of Reports to the Commission, found on the ACCJC website at: http://www.accjc.org/college-reports-accjc.