



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

10 COMMERCIAL BOULEVARD  
SUITE 204  
NOVATO, CA 94949  
TELEPHONE: (415) 506-0234  
FAX: (415) 506-0238  
E-MAIL: [accjc@accjc.org](mailto:accjc@accjc.org)  
[www.accjc.org](http://www.accjc.org)

Chairperson  
MICHAEL T. ROTA  
University of Hawai'i

Vice Chairperson  
SHERRILL L. AMADOR  
Public Member

President  
BARBARA A. BENO

Vice President  
SUSAN B. CLIFFORD

Vice President  
DORTE KRISTOFFERSEN

Vice President  
GARMAN JACK POND

Associate Vice President  
LILY OWYANG

January 31, 2011

Dr. David Coon  
Superintendent/President  
College of Marin  
835 College Avenue  
Kentfield, CA 94904

Dear President Coon:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting January 11-13, 2011, reviewed the institutional Self Study Report and the report of the evaluation team which visited College of Marin Monday, October 25-Thursday, October 28, 2010. The Commission took action to reaffirm accreditation, with a requirement that the College complete a Follow-Up Report. The report will be followed by a visit by Commission representatives.

The Commission asks that the Follow-Up Report be submitted by **October 15, 2011**. The Follow-Up Report should demonstrate the institution's resolution of the recommendations as noted below:

**Recommendation #1**

In order to meet standards, the team recommends that the college regularly update all institutional plans and systematically evaluate the effectiveness of all planning and resource allocation processes. The college should communicate to all college stakeholders the results of these assessment activities, and implement identified improvements on a continuous basis to support and improve student learning. Additionally, the team recommends that the college ensure that planning is linked to budgeting for the effective use of its resources. (I.B; I.B.6; I.B.7; III.D.1.a; III.D.3)

**Recommendation #2**

In order to meet the Commission's fall 2012 deadline, the team recommends that the college accelerate its efforts to identify and assess measurable student learning outcomes for every instructional, library and student support program. The team further recommends that the college incorporate student learning outcome assessment results into program planning and resource allocation for the improvement of student learning. (II.A.1.a; II.A.1.c; II.A.2.f; II.A.3.a,b; II.B.4; II.C.2)

**Recommendation #3**

In order to meet standards, the team recommends that the college allocate resources to create a sustainable infrastructure to support a distance education program that can deliver high quality curricula and support student access and success. (II.A.1.b; II.A.2.d; II.B.3.a; III.C.1)

**Recommendation #4**

In order to meet standards, the team recommends that the college strengthen the role of research through a broad institutional dialogue and critical analysis of research data, especially in light of the changing student demographics. Institutional efforts should focus on providing information based on statistical data and communicating it widely to all appropriate constituencies in order to improve institutional effectiveness. ( I.A.1.; I.B.3)

**Recommendation #5**

In order to meet standards, the team recommends that the college remedy the lack of library services, learning resources and student support services for evening, Indian Valley Campus, and online students. (II.B.3.a; II.C.1.c, ER 14, ER 16)

**Recommendation #7**

In order to meet standard, the team recommends that the college develop a facilities master plan to ensure the effective utilization and quality of physical resources which are necessary to support its programs and services. (III.B.2.b)

**Recommendation #8**

In order to meet standards, the team recommends that the college establish and communicate a sustainable technology plan for the acquisition, maintenance and replacement of its infrastructure, equipment, support and training to meet institutional needs. The team further recommends regular evaluation of this plan for its effectiveness in prioritizing and funding current and projected long term technology needs. (III.C.1.a; IIIC.1.b; III.C.1.c; III.C.1.d)

**Recommendation #9**

In order to meet standards, the team recommends that the board focus on developing policies that support the quality, integrity and effectiveness of student learning programs and services. The board should deliberate with due diligence and make timely decisions that are in the best interests of the institution. The board should act as a whole and adhere to board policy once a decision has been made, and support the superintendent/president's authority in administering board policies and procedures. (IV.B.1; IV.B.1.a; IV.B.1.f; IV.B.1.j; IV.B.2; IV.B.2.c)

**Commission Reminder:** The Commission expects that institutions meet standards that require the identification and assessment of student learning outcomes, and the use of assessment data to plan and implement improvements to educational quality, by fall 2012. The Commission reminds College of Marin that it must be prepared to demonstrate that it meets these standards by fall 2012 (Standards I.B.1, II.A.2.e, II.A.2.f, II.B.4, II.C.2, and III.A.1.c).

Dr. David Coon  
College of Marin  
January 31, 2011  
Page Three

I wish to inform you that under U.S. Department of Education regulations, institutions out of compliance with standards or on sanction are expected to correct deficiencies within a two-year period or the Commission must take action to terminate accreditation. College of Marin must correct the deficiencies noted by October 15, 2012 or the Commission will be compelled to act.

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 Evaluation Team Report and this letter dissemination to your College staff and to those who were signatories of your institutional Self Study Report. This group should include campus leadership, and the Board of Trustees. The Commission also requires that the Evaluation Team Report and the Self Study Report be made available to students and the public. Placing copies in the college library can accomplish this. Should you want an electronic copy of the report, please contact Commission staff.

The recommendations contained in the Evaluation Team Report represent the observations of the evaluation team at the time of the visit. The Commission reminds you that while an institution may concur or disagree with any part of the team report, the College is expected to use the Evaluation Team Report to improve educational programs and services and to resolve issues identified by the Commission.

The College conducted a comprehensive self study as part of its evaluation. The Commission requires that the plans for improvement of the institution included in its self study efforts be used to support the continuing improvement of College of Marin.

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. Chialin Hsieh, Accreditation Liaison Officer  
Board President, Marin Community College District  
Dr. Jose Ortiz, Team Chair