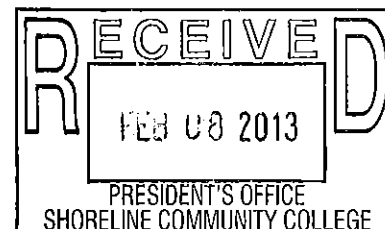




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February 4, 2013

Dr. Lee Lambert
President
Shoreline Community College
16101 Greenwood Avenue North
Seattle, WA 98133



Dear President Lambert:

On behalf of the Northwest Commission on Colleges and Universities, I am pleased to report that the accreditation of Shoreline Community College has been reaffirmed on the basis of the Fall 2012 Comprehensive Evaluation which was also to address Recommendation 1 of the Fall 2011 Year One *Mission and Core Themes* Peer-Evaluation Report. Congratulations on receiving this recognition.

In reaffirming accreditation, the Commission requests that the College expand its Fall 2013 Year One *Mission and Core Themes* Self-Evaluation Report to include an addendum to address Recommendation 1 of the Fall 2012 Comprehensive Peer-Evaluation Report.

With respect to Recommendation 4, the Commission revised this Recommendation as follows:

The Evaluation Committee recommends that for each year of operation, the College undergo an external financial audit and that the results from such audits, including findings and management letter recommendations, be considered in a timely, appropriate and comprehensive manner by the Board of Trustees (Eligibility Requirement 19 and Standard 2.F.7).

The Commission requests that the College address Recommendation 4 of the Fall 2012 Comprehensive Peer-Evaluation Report in an Ad Hoc Self-Evaluation Report without a visit in Fall 2013. The Commission determined that Recommendation 4 of the Fall 2012 Comprehensive Peer-Evaluation Report is an area where Shoreline Community College does not meet the Commission's criteria for accreditation. According to U.S. Department of Education Regulation 34 CFR 602.20 and Commission Policy A-18, *Commission Action Regarding Institutional Compliance Within Specified Period* (enclosed), the Commission requires that Shoreline Community College take appropriate action to ensure that Recommendation 4 of the Fall 2012 Comprehensive Peer-Evaluation Report is addressed and resolved within the prescribed two-year period.

In addition, Commission requests that the College address Recommendations 2, 3, 5, and 6 in its Fall 2015 Year Three *Resources and Capacity* Self-Evaluation Report. In making these requests, the Commission finds that Recommendations 1, 2, 3, 5, and 6 of the Fall 2012 Comprehensive Peer-Evaluation Report are areas where Shoreline Community College is substantially in compliance with Commission criteria for accreditation, but in need of improvement. A copy of the Recommendations is enclosed for your reference.


President Lee Lambert
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February 4, 2013

The Commission commends the College's demonstrated resilience and dedication to excellence by maintaining its focus on students and collaboration given several years of significant budget and staffing reductions. Moreover, the Commission applauds the College for its planning, service and attention to detail in the daily operations of its campus facilities resulting in an attractive, well maintained physical plant which provides for a comfortable environment for students and employees. Further, the Commission commends the College's Board of Trustees for their participation in helping set the future direction and transformation of the institution through involved, active engagement in the campus and surrounding community. The Commission is pleased to note the College's stewardship in creating financial reserves policies that are necessary components in ensuring financial strength and fiduciary integrity. Lastly, the Commission finds noteworthy the College's development of innovative and entrepreneurial partnerships that have led to excellent workforce programs, services and degree options for students.

If you have any questions, please do not hesitate to contact me.

Best wishes for a rewarding New Year.

Sincerely,


Sandra E. Elman
President

SEE:rb

Enclosures: Recommendations
 Commission Policy A-18

cc: Dr. James R. Jansen, Vice President for Academic and Student Affairs
 Mr. Phil Barrett, Board Chair
 Mr. Marty Brown, Executive Director, Washington State Board for Community
 and Technical Colleges

Comprehensive Evaluation Report
Fall 2012
Shoreline Community College
Recommendations

1. The evaluation committee found evidence that several difficult years of financial retrenchment and restructuring, coupled with new entrepreneurial initiatives, have resulted in incomplete integration and alignment among the mission, core themes and current institutional initiatives and financial emphases of the College. The committee recommends that the College review the integration of the mission, core themes and current institutional initiatives and financial emphases of the College to ensure that they are fully aligned (Standards 3.A.1 and 4.A.1).
2. While Shoreline Community College has developed new planning and assessment processes for academic programs and for non-academic programs and services, the evaluation committee could not find evidence that these have been fully implemented. The committee recommends that the College fully implement the assessment process by using student performance as key measures of learning to revise courses, programs, and the general education outcomes and non-academic programs and services. These processes should be integrated meaningfully into College's decision making processes, including resource allocation (Standard 4.A.2).
3. The committee determined that many operational policies have not been approved by the Board of Trustees; some have not been reviewed or revised since originally written; and most have not been reviewed or revised in the past decade. The committee recommends that policies and procedures be created or revised and, where appropriate, reviewed and approved by the Board of Trustees, to be in line with current practices and to correspond with the College's core themes (Standard 2.A.13, 2.A.15, 2.A.16, 2.A.17, 2.A.18, and 2.D.3).
4. The committee recommends that for each year of operation, the College undergo an external financial audit and that the results from such audits, including findings and management letter recommendations, be considered in a timely, appropriate and comprehensive manner by the Board of Trustees (Eligibility Requirement 19 and Standard 2.F.7).
5. The committee found that severe budget cuts over the past seven years have resulted in reductions in the student services staff and library; and several student success strategies have been significantly impacted. This appears to be in marked contrast to the expressed commitment to be a world-class leader in student success and community engagement. The committee recommends that the institution document how institutional activities support the College mission and core themes and, where appropriate, develop or restore needed services, such as academic advising (Standard 2.B.1, 2.D.1, 2.D.3, and 2.D.10).
6. The committee recommends revision of indicators to ensure they are meaningful and are connected with aspirational thresholds. Institutional assessment via effective indicators can verify that objectives are met or not met, and such data can inform and improve upon institutional planning, initiatives, and operations that consistently occur in a framework that support core themes (Standards 3.A.1 and 4.A.1).

Policy A-18 Commission Action Regarding Institutional Compliance Within Specified Period

If the Commission determines that an institution it accredits is not in compliance with a Commission standard for accreditation, the Commission will immediately initiate adverse action against the institution or require the institution to take appropriate action to bring itself into compliance within a time period that shall not exceed: 1) twelve months, if the longest program offered by the institution, is less than one year in length; 2) eighteen months, if the longest program offered by the institution, is at least one year, but less than two years, in length; or 3) two years, if the longest program offered by the institution, is at least two years in length.

The Commission may extend the period for compliance noted above should it reasonably expect that, based upon the institution's progress toward meeting the Commission's standard for accreditation, the institution will come into full compliance within a reasonable timeframe. Should an institution deem that as a result of mitigating circumstances it is not able to comply with the standard for accreditation within the specified period of time, the institution may submit a written request to the Commission for additional time to come into compliance with the standard for accreditation. The request is be submitted prior to the time limit for corrective action set forth by the Commission, provide a detailed explanation of the reasons why the institution cannot comply with the standard for accreditation within the designated time period, and demonstrate that the institution is making good progress in meeting the standard for accreditation. Following a review of the request, the Commission will make a determination as to whether the institution has based its request on valid reasons. If the Commission determines that the institution has substantiated good cause for not complying within the specified time period and is making good progress to come into compliance, the Commission will extend the period for achieving compliance and stipulate requirements for continuing oversight of the institution's accreditation during the extension.

Adopted 1997/Revised 2002