June 30, 2009

Dr. Don Griffin  
Chancellor  
City College of San Francisco  
50 Phelan Avenue  
San Francisco, CA 94112

Dear Chancellor Griffin:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 9-11, 2009, reviewed the Focused Midterm Report submitted by City College of San Francisco. The purpose of this review was to assure that the recommendations made by the evaluation team were addressed by the institution and that the College has also addressed the self-identified plans for improvement which were included in the institutional Self Study Report.

The Commission took action to accept the Focused Midterm Report with the requirement that the College complete a Follow-Up Report. The Commission asks that the report be submitted by March 15, 2010. The Follow-Up Report should demonstrate status toward resolution of Recommendation 3 and resolution of Recommendation 4, noted below:

Recommendation 3: Student Learning Outcomes  
The team recommends that the college ensure that student learning outcomes are fully institutionalized as a core element of college operations, with specific focus on curriculum and program development. (Standards I.B.1, II.A.1.c, II.A.2, II.A.3, and II.A.6)

Recommendation 4: Financial Planning and Stability  
The team recommends that the college develop a financial strategy that will match ongoing expenditures with ongoing revenue; maintain the minimum prudent reserve level; reduce the percentage of its annual budget that is utilized for salaries and benefits; and address funding for retiree health benefits costs. (Standards III.D.1.b, III.D.2.c, and III.D.2.d)

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. City College of San Francisco must correct the deficiencies noted by June 2010.

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Vice Chancellor  
of Academic Affairs
The Focused Midterm Report will become part of the accreditation history of the College and should be used in preparing for the next comprehensive evaluation. The Commission requires that you give the report and this letter appropriate dissemination to your College staff and to those who were signatories of your College report. This group should include campus leadership and the Board of Trustees. The Commission also requires that all reports 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.

Please note that the next comprehensive evaluation of City College of San Francisco will occur in Spring 2012.

On behalf of the Commission, I wish to express continuing interest in the institution’s educational quality and students’ success. Professional self-regulation is the most effective means of assuresing institutional integrity, effectiveness and quality.

Sincerely,

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. Alice Murillo, Accreditation Liaison Officer
    Board President, San Francisco Community College District