

January 25, 2019

Dr. Louise Pagotto, Chancellor
Kapi'olani Community College
4303 Diamond Head Road
Honolulu, HI 96816

Dear Chancellor Pagotto:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting January 9-11, 2019, reviewed the Institutional Self Evaluation Report (ISER) and evidentiary materials submitted by Kapi'olani Community College. The Commission also considered the External Evaluation Team Report (Team Report) prepared by the peer review team that conducted its onsite visit to the College October 15-18, 2018. The Commission considered your spoken testimony and that of Ms. Joanne Whitaker, Accreditation Liaison Officer, and Dr. Candy Branson, Faculty Senate President. The Commission found these additional perspectives to be helpful.

The purpose of this review was to determine whether the College continues to meet ACCJC's Eligibility Requirements, Commission Policies, and Accreditation Standards (hereinafter, the Standards). Upon consideration of the written and oral information noted above, the Commission acted to **Reaffirm Accreditation for 18 months and require a Follow-Up Report, due no later than March 2, 2020**, followed by a visit from a peer review team.

Commendations

The Commission recognizes the exemplary performance of Kapi'olani Community College in the following areas. Commendations signify practices for which the Commission believes the institution has exceeded standards.

College Commendation 1

The Team commends the students and the employees of the College for their commitment to respecting and celebrating the indigenous culture of Hawai'i and for ensuring that it is embedded in college life and practices. (II.B.2, IV.A.2)

College Commendation 2

The Team commends the College for its commitment to engaging all student populations including indigenous and international students through the development and maintenance of meaningful support structures that include robust student organizations and extensive resources for targeted populations. (II.C.1, II.C.5)

College Commendation 3

The Team commends the College for its design of the Kapi'olani Engagement, Learning, and Achievement (KELA) model, an exemplary structure that incorporates student engagement throughout the system of institutional effectiveness measures. (IV.A.1)

College Commendation 4

The Team commends the Chancellor for creating opportunities for employees to engage in meaningful, respectful, and effective dialogue regarding the College's operations, goals, and plans. (IV.B.6)

System Commendation 1

The University of Hawai'i Community College System is commended for its island-centered mission in identifying new programs, and for its successful system-wide implementation of technology across the system to support program planning and tracking in clarification of students' academic pathways. (IV.D.5)

Compliance Requirements

The Commission also determined that the College must demonstrate compliance with the following Standards, as identified in the College recommendations. This demonstration must be addressed in the required Follow-Up Report.

1. **Standards I.B.7, I.B.8, IV.A.7 (College Recommendation 1):**

In order to meet the Standards, the Team recommends that the College regularly evaluate its institutional plans and governance and decision-making policies, procedures, and processes to ensure their effectiveness. Further, the Team recommends that the results of evaluations be widely communicated across the institution and used as the basis for making improvements.

2. **Standards I.B.2, I.B.4, I.B.5 (College Recommendation 2):**

In order to meet the Standards, the Team recommends that the College analyze and document the results of learning outcomes assessment across all disciplines and programs, and integrate this analysis and documentation into program review and institutional planning processes on a regular and consistent cycle. Further, the Team recommends that the College use the results of this analysis and documentation to make improvements in student learning at the course, program, and institutional levels.

In accordance with federal regulations, compliance requirements must be addressed and the institution must demonstrate that it aligns with Standards within two years¹.

Recommendations for Improving Institutional Effectiveness

The Team Report noted System Recommendation 1 for improving institutional effectiveness. This recommendation does not identify current areas of deficiency in institutional practice, but consistent with its mission to foster continuous improvement through the peer review process, the Commission encourages institutions to give serious consideration to the advice contained in the peer reviewers' recommendations. The Commission anticipates that you will bring them and the team's full report to the attention of your institution for serious consideration. In the Midterm Report, the College will include actions taken in response to the peer review team's improvement recommendations.

¹ For more information, refer to the Commission policy on "The Two-Year Rule and Extension for Good Cause" on the ACCJC website at <https://accjc.org/eligibility-requirements-standards-policies/>.

Next Steps

The Team Report provides details of the peer review team's findings. The guidance and recommendations contained in the Report represent the best advice of the peer review team at the time of the visit but may not describe all that is necessary for the college to improve or to come into compliance. A final copy of the Team Report is attached.

The Commission requires that you disseminate the ISER, the Team Report, and this letter to those who were signatories of the ISER and that you make these documents available to all campus constituencies and the public by placing copies on the College website. Please note that in response to public interest in accreditation, the Commission requires institutions to post current accreditation information on a Web page no more than one click from the institution's home page. In keeping with ACCJC policy, the Commission action will also be posted on the ACCJC website within 30 days of the date of the Commission's action.

On behalf of the Commission, I wish to express appreciation for the diligent work and thoughtful reflection that Kapi'olani Community College undertook to prepare for this evaluation. These efforts confirm that peer review can well serve the multiple constituencies of higher education by both ensuring and encouraging institutional quality and effectiveness.

If you have any questions about this letter or the Commission's action, please feel free to contact me or the vice president that has been assigned as liaison to your institution.

Sincerely,

A handwritten signature in blue ink, appearing to read "Richard Winn", with a long horizontal flourish extending to the right.

Richard Winn, Ed.D.
President

RW/tl

cc: Dr. John F. Morton, Vice President for Community Colleges
Ms. Joanne Whitaker, Accreditation Liaison Officer