January 31, 2007

Mr. Clyde Sakamoto
Chancellor
Maui Community College
310 Kaahumanu Ave.
Kahului, HI 96732

Dear Chancellor Sakamoto:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 10-12, 2007, reviewed the institutional self study report and the report of the evaluation team which visited Maui Community College on Monday, October 23-Thursday, October 26, 2006. The Commission took action to reaffirm accreditation, with a requirement that the college complete a Focused Midterm Report.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Midterm Reports indicate progress toward meeting all the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The Midterm Report also includes a summary of progress on college-identified plans for improvement as expressed in the self study report. A Focused Midterm Report is a midterm report which must give evidence of progress on recommendations selected for emphasis by the Commission.

Maui Community College should submit the Focused Midterm Report by October 15, 2009. The Focused Midterm Report should address all the team's recommendations with special emphasis on the recommendations and concerns as noted below:

Recommendation 2: The college continue to develop and refine its system for improving institutional effectiveness by

- establishing a process for identifying and implementing a set of metrics to evaluate institutional progress of the college's strategic plan; and
- developing a process for developing and implementing a review process to evaluate the effectiveness of the planning and budgeting cycle. (Standards I.B.2; I.B.3; I.B.5; I.B.6; II.C.1; and II.C.1.d)

Recommendation 3: To complete the college's evaluation of education programs, the college needs to implement a college-wide process for assessing course and program-level student learning outcomes, including a process for reflecting on the assessment data. The college should also develop and implement a review process to evaluate the effectiveness of the program review and learning assessment systems. (Standards I.B.1; II.A.1.c; II.A.2; II.A.2.b; II.A.2.e; and II.A.2.f)
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**Recommendation 4:** All faculty members should include student learning outcomes on their course syllabi. (Standard II.A.6)

**Recommendation 7:** The college’s governance and decision-making structures and processes should be evaluated to assure their integrity and effectiveness. (Standard IV.A.5)

In addition, the Commission is concerned about the need for Program Review to be applied to Library and Learning Resources at Maui Community College.

Attached is the final copy of the team report and the report of the team that visited the University of Hawaii Community Colleges System Office. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination to your college staff and to those who were signatories of your college self study report. This group should include the Chancellor, campus leadership, and the Board of Trustees. The Commission also requires that the 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 the report electronically to place on your web site or for some other purpose, 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 report to improve the educational programs and services of the institution.

The college conducted a comprehensive self study as part of its evaluation. The Commission suggests that the plans for improvement of the institution included in that document be taken into account in the continuing development of Maui Community College. The next comprehensive evaluation of the college will occur during Fall 2012.

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Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards One and Two). A further requirement is that accrediting agencies pay close attention to student loan default rates.
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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,

[Signature]
Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. John Morton, Interim Vice President for Community Colleges  
Ms. Diane Meyer, Accreditation Liaison Officer  
Mr. Michael Rota, Associate Vice President  
Ms. Kitty Lagareta, Chair, Board of Regents, University of Hawaii  
Mr. Stan Arterberry, Team Chair  
Evaluation Team Members  
Ms. Teri Cannon, ACSCU/WASC

Enclosure