



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

*Western Association  
of Schools and Colleges*

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July 3, 2014

Dr. Byron Breland  
President  
San Jose City College  
2100 Moorpark Ave.  
San Jose, CA 95128

Dear President Breland:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 4-6, 2014, reviewed the Follow-Up Report submitted by San Jose City College. The Follow-Up Report was certified by the president of the governing board, the Chancellor, the College president, and leaders of the faculty, staff, and student organizations.

The Commission took action to impose **Probation** and require the College to submit a **Follow-Up Report by March 15, 2015**.<sup>1</sup> The Report will be followed by a visit by Commission representatives.

Probation is imposed when the Commission finds that an institution deviates significantly from the Commission's Eligibility Requirements, Accreditation Standards, or Commission policies, but not to such an extent as to warrant a Show Cause order or the termination of accreditation, or fails to respond to conditions imposed upon it by the Commission. The accredited status of the institution continues during the probation period.

The Report should provide evidence that Standard III.A.1.c and Eligibility Requirement 21 are met. The Commission notes that 2010 Recommendation 2 required the College to come into compliance with Standard III.A.1.c; however, the district and the institution only began to partially address compliance with this Standard in Spring 2014 by planning to implement a three-year pilot program. For this reason, the College is also out of compliance with Eligibility Requirement 21.

Under U.S. Department of Education enforcement regulations, the Commission is required to take immediate action to terminate the accreditation of an institution which is out of compliance with any standard. In the alternative, the Commission can provide the institution with additional notice and a deadline for coming into compliance that is no later than two years from when the institution was first informed of the noncompliance

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In exceptional situations, if the institution has done all within its authority to reach compliance on any standard but remains out of compliance, the Commission is permitted by regulations to allocate a one-time, short-term “good cause extension” for the college to reach compliance prior to acting on the institution’s termination. However, continued noncompliance with multiple standards would diminish the appropriateness of such an extension.

San Jose City College should have fully resolved the noted deficiency by fall 2012; however, reflecting on the steps that have been completed, the institution’s time to resolve this issue has been extended for good cause. This extension is for a limited period of time and may not be extended. The Commission expects that the college will fully address the recommendation, resolve the existing deficiency, and come into compliance with Eligibility Requirement 21 and Accreditation Standard III.A.1.c by **March 2015**.

Federal regulations also require the Commission to post a Public Disclosure Notice (PDN) for institutions placed on Probation or Show Cause, or when accreditation is withdrawn. The PDN is used to inform the public of the reasons for such a severe sanction. The Commission will post the PDN on the College’s entry in the Directory of Accredited Institutions online at [www.accjc.org](http://www.accjc.org). The institution is permitted to post a response to the PDN. Enclosed find the proposed notice for San Jose City College with this action letter; your comments on it are invited. Please provide the College response for posting, if any, by July 31, 2014.

The Follow-Up Report submitted in March 2014 will become part of the accreditation history of the College. The Commission requires that you give the Follow-Up Report and this letter appropriate dissemination to your College staff and to those who were signatories of the Report. This group should include the Chancellor, campus leadership, and the Board of Trustees.

The Commission also requires that the Follow-Up Report and this Commission action letter be made available to students and the public by placing a copy on the College website. *Please note that in response to public interest in disclosure, the Commission now requires institutions to post accreditation information on a page no more than one click from the institution’s home page.*

Institutions are expected to meet Eligibility Requirements, Accreditation Standards, and Commission policies at all times during the six-year review cycle. San Jose City College must demonstrate to the Commission at the time of the next regularly scheduled report that it has fully resolved the deficiency and meets Eligibility Requirements and Standards.

Dr. Byron Breland  
San Jose City College  
July 3, 2014

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 institutional integrity, effectiveness, educational quality, and student success.

Sincerely,



Barbara A. Beno, Ph.D.  
President

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<sup>1</sup> Institutions preparing and submitting Midterm Reports, Follow-Up Reports, and Special Reports to the Commission should review Guidelines for the Preparation of Reports to the Commission. It contains the background, requirements, and format for each type of report and presents sample cover pages and certification pages. It is available on the ACCJC website under College Reports to ACCJC at: <http://www.accjc.org/college-reports-accjc>