



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

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January 17, 2003

Dr. E. Jan Kehoe  
President  
Long Beach City College  
4901 East Carson Street  
Long Beach, CA 90808

Dear President Kehoe:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 8-10, 2003, reviewed the institutional self study report and the report of the evaluation team which visited Long Beach City College on Tuesday, October 1-Thursday, October 3, 2002. I am pleased to inform you that accreditation has been reaffirmed, with a requirement that the college complete a Progress Report. The Progress Report will be followed by visit by Commission representatives.

The Commission asks that a Progress Report be submitted by **October 15, 2004**. The Progress Report should focus on the recommendations and concerns as noted below:

3. The team recommends that the college conduct an actuarial study of retiree medical benefits and consider setting a reserve for the cost of these benefits. (Standards 9A.2, 9C.1, 9C.3)
4. The team recommends that the college immediately review, clarify, improve, and document its accounting practices, processes, and procedures to ensure conformity with good accounting practices. (Standards 9A.4, 9B.6)
5. The team observed a pervasive institutional climate permeated by suspicion and mutual distrust by leaders of all employee constituent groups. To ensure that the climate does not further erode and undermine powerful college-wide initiatives, the team recommends that all groups at Long Beach City College immediately find and use internal and external resources and processes to reestablish the spirit of collaboration and collegiality. (Standards 10B.5, 10B.8, 10B.9)

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The college is commended for the high quality of its programs and services as well as for the impressive progress it has made in the area of planning and the integration of planning into the budget processes.

I have previously sent you a copy of the evaluation team report. Additional copies may now be duplicated. The Commission requires you to give the report and this letter appropriate dissemination to your college staff and to those who were signatories of your college self study.

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 an institution may concur or disagree with any part of the team report, but we do expect that the report will be used to improve the educational programs and services of the institution.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Long Beach City College should submit the Midterm Report by October 15, 2005. Midterm Reports indicate progress toward meeting the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The college also includes a summary of progress on college-identified concerns as expressed in the self study. Information about the Midterm Report is found in the 1997 Guide to Institutional Self Study and Reports to the Commission.

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 Long Beach City College. The next comprehensive evaluation of the college will occur during fall 2008.

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 Three and Four). 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,

*Barbara A. Beno*

Barbara A. Beno, Ph.D.

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cc: Dr. Linda Umbdenstock, Accreditation Liaison Officer  
Board President  
Dr. Linda Salter, Team Chair  
Evaluation Team Members