



**ACCREDITING  
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for COMMUNITY and  
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June 30, 2009

Dr. Roland Chapdelaine  
President  
Los Angeles Trade-Technical College  
400 West Washington Blvd  
Los Angeles, CA 90015

Dear President Chapdelaine:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 9-11, 2009, reviewed the institutional Self Study Report, the report of the evaluation team which visited Los Angeles Trade-Technical College Monday, March 23 – Thursday, March 26, 2009, and information presented by college representatives. The Commission acted to place Los Angeles Trade-Technical College on **Probation** effective immediately and to require that the College submit a Follow-Up Report by **March 15, 2010**. The report will be followed by a visit of Commission representatives.

Probation is issued when the Commission finds that an institution deviates significantly from the Commission's eligibility criteria, standards, or policies, or fails to respond to actions and conditions imposed by the Commission. The accredited status of the institution continues during the probation period. However, the institution's accreditation will not be reaffirmed until the conditions which warranted the warning are resolved. Probation is being imposed due to deficiencies associated with Recommendation 2.

The Follow-Up Report of March 15, 2010 should demonstrate resolution of the following recommendations:

**College Recommendation 1 – Theme: Institutional Integrity**

In order to meet standards, the team recommends that the campus leadership (cross-constituent) create venues, forums, and a sense of permission to the practice of dialogue to strengthen and sustain the high quality programs, relationships and sense of pride that LATTC's students and community deserve. (Introduction to the Standards, Std. I.B.1, IV.A.1, 3)

7/6/09  
cc: VP's  
E. Afana

**College Recommendation 2 – Theme: Evaluation, Planning & Improvement**

As cited in previous accreditation recommendations (1997 and 2003), the team recommends that in order to meet the standards, the college develop and fully implement an integrated planning process that clearly links program review, all aspects of human, physical, technology and fiscal planning, and resource allocation in a cohesive and inclusive manner. Development of the model should be based on prevailing best practices that include a clearly established and calendared cycle, use of current and relevant internal and external environmental data, analysis of data to inform planning, a committee review process, linkage to resource allocation, and evaluation of the implemented plan. (Std. I.B; I.B.1; I.B.2; I.B.3; I.B.4; I.B.5; I.B.6, I.B.7, II.A.1.a, II.A.2.e, II.A.2.f, II.B.2, II.B.3.c, II.B.4, II.C.2, III.A.6, III.B.2.b, III.C, II.C.2, III.D, III.D.3.)

**College Recommendation 6 – Participatory Governance**

To meet standards, the team recommends the college evaluate its participatory governance process(es) to ensure that all constituent groups actively participate in the college's planning and decision making. (Std. I.A.3, II.B.1, I.B.4, IV.A.2, IV.A.2.a, IV.A.3, IV.A.5)

**District Recommendation 1**

To meet the standards, the post-retirement health liability should be carefully monitored for the potential fiscal ramifications that could arise over the next few years. (Std. III.D.1.c)

**District Recommendation 2**

To meet standards, evaluate both the college's and district's consistent adherence in practice to the recently developed delineation of operational responsibilities and functions. (Std. IV.B.3.a)

**District Recommendation 3**

To meet standards, develop and implement methods for the evaluation of role delineation and governance and decision-making structures and processes for the college and the district. Widely communicate the results of the evaluation and use those results as the basis for improvement. (Std. IV.B.3.g)

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. With regard to Recommendation 2, Los Angeles Trade Technical College must correct the deficiencies noted by June 2010 or the Commission will be compelled to act.

All colleges are required to file a **Midterm Report** in the third year after each comprehensive evaluation. Los Angeles Trade Technical College should submit the Midterm Report by **March 15, 2012**. The Midterm Report describes resolution of any team recommendations made for improvement, includes a summary of progress on College-identified plans for improvement as expressed in the Self Study Report, and forecasts where the College expects to be by the time of the next comprehensive evaluation.

Dr. Roland Chapdelaine  
Los Angeles Trade-Technical College  
June 30, 2009  
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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 report, the College is expected to use the Evaluation Team 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 requires that the plans for improvement of the institution included in its self study efforts be used to support the continuing improvement of Los Angeles Trade Technical College. The next comprehensive evaluation of the College will occur during **Spring 2015**.

A **final copy** of the Evaluation Team Report is attached. Please disregard any earlier versions you may have. Additional copies may now be duplicated. The Commission requires you to give the Evaluation Team Report and this letter dissemination to your College staff and to those who were signatories of your College Self Study Report. This group should include campus leadership and the Board of Trustees. The Commission also requires that the Evaluation 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 an electronic copy of the report, please contact Commission staff.

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 assuring institutional integrity, effectiveness and quality.

Sincerely,



Barbara A. Beno, Ph.D.  
President

BAB/tl

cc: Dr. Adriana D. Barrera, Acting Chancellor, Los Angeles Community College District  
Dr. Lawrence Bradford, Accreditation Liaison Officer  
Board President, Los Angeles Community College District  
Mr. Peter Garcia, Team Chair  
Evaluation Team Members  
Ms. Linda Henderson, U.S. DOE