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July 8, 2016

Dr. Sheila K. Ruhland
President
Tacoma Community College
6501 South 19th Street
Tacoma, WA 98466-6100

Dear President Ruhland:

On behalf of the Northwest Commission on Colleges and Universities, I write to inform you that at its June 21-23, 2016, meeting, the Board of Commissioners did not accept Tacoma Community College's Spring 2016 Ad Hoc Report which again addressed Recommendation 2 of the Spring 2014 Year Seven *Mission Fulfillment and Sustainability* Peer-Evaluation Report. The request for this report was the subject of Commission correspondence dated February 5, 2016. In taking this action, the Commission imposed *Probation* for a period of one year unless resolved sooner. The Commission based its action on U.S. Department of Education 34 CFR 602.20 and Commission Policy, *Commission Action Regarding Institutional Compliance Within Specified Period* (enclosed), which require that the institution take appropriate action to ensure that Recommendation 2 is addressed and resolved within the prescribed two-year period. In accordance with Commission Policy, *Appeals Policy and Procedure* (copy enclosed for your reference), Tacoma Community College is reminded that imposing *Probation* is an action which may be appealed.

In taking these actions, the Commission requests that Tacoma Community College prepare a Special Report due October 1, 2016 to again address Recommendation 2 of the Spring 2014 Year Seven *Mission Fulfillment and Sustainability* Peer-Evaluation Report (regarding Eligibility Requirement 19 and Standard 2.F.7). The Commission requests that the College submit its financial statements, audit and evidence of governing board review of these financial documents in the Special Report.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Sandra E. Elman".

Sandra E. Elman
President

SEE:rb

Enclosure: Commission Policy

cc: Dr. Mecca Salahuddin, Dean of Organization Learning and Effectiveness ✓
Mr. Bob Ryan, Chair, Board of Trustees
Mr. Marty Brown, Executive Director, State Board for Community and Technical Colleges
Dr. Herman Bounds, Jr., Director, Accrediting Agency Evaluation Unit, USDE

Commission Action Regarding Institutional Compliance Within Specified Period Policy

If the Commission determines that an institution it accredits is not in compliance with a Commission standard for accreditation or an eligibility requirement, the Commission will immediately initiate adverse action against the institution or require the institution to take appropriate action to bring itself into compliance within a time period that shall not exceed: (1) twelve months, if the longest program offered by the institution is less than one year in length; (2) eighteen months, if the longest program offered by the institution is at least one year, but less than two years, in length; or (3) two years, if the longest program offered by the institution is at least two years in length.

The Commission may extend the period for compliance noted above should it reasonably expect that, based upon the institution's progress toward meeting the Commission's standard for accreditation or eligibility requirement, the institution will come into full compliance within a reasonable timeframe. Should an institution deem that as a result of mitigating circumstances it is not able to comply with the standard for accreditation or eligibility requirement within the specified period of time, the institution may submit a written request to the Commission for additional time to come into compliance with the standard for accreditation or eligibility requirement. The request is to be submitted prior to the time limit for corrective action set forth by the Commission, provide a detailed explanation of the reasons why the institution cannot comply with the standard for accreditation within the designated time period, and demonstrate that the institution is making good progress in meeting the standard for accreditation. Following a review of the request, the Commission will make a determination as to whether the institution has based its request on valid reasons. If the Commission determines that the institution has substantiated good cause for not complying within the specified time period and is making good progress to come into compliance, the Commission will extend the period for achieving compliance and stipulate requirements for continuing oversight of the institution's accreditation during the extension.

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