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August 6, 2014

Dr. Edward Brewster
President
Grays Harbor College
1620 Edward P. Smith Drive
Aberdeen, WA 98520

Dear President Brewster: ^{Ed}

On behalf of the Northwest Commission on Colleges and Universities, I am pleased to inform you that at its June 25-26, 2014, meeting, the Board of Commissioners accepted the College's Spring 2014 Year Three *Resources and Capacity* Report which was expanded to address Recommendations 1 and 2 of the Spring 2012 Year One *Mission and Core Themes* Peer-Evaluation Report and Recommendations 1 and 2 of the Spring 2011 Comprehensive Peer-Evaluation Report.

In regard to Recommendation 1 of the Spring 2012 Year One *Mission and Core Themes* Peer-Evaluation Report, the Commission determined that its expectations have been met. However, with regard to Recommendation 2 of the Spring 2012 Year One *Mission and Core Themes* Peer-Evaluation Report and Recommendations 1 and 2 of the Spring 2011 Comprehensive Peer-Evaluation Report, the Commission's expectations have not yet been met. Accordingly, the areas of concern (including institutional assessment) that were to be addressed in Recommendation 2 of the Spring 2012 Year One *Mission and Core Themes* Peer-Evaluation Report are included in Recommendation 1 of the Spring 2014 Year Three *Resources and Capacity* Peer-Evaluation Report.

To address the longstanding issue concerning institutional and educational assessment and the use of data in support of mission fulfillment that was to be addressed in Recommendations 1 and 2 of the Spring 2011 Comprehensive Peer-Evaluation Report, the Commission added Recommendation 3 to the Spring 2014 Year Three *Resources and Capacity* Evaluation. Recommendation 3 states:

It is recommended that Grays Harbor College develop a robust system for the collection and analysis of appropriately defined data to fully inform the planning and evaluation process for the institution, its programs and services, as well as core theme objectives and mission fulfillment and that it develop feedback mechanisms that more systematically use assessment data to improve practices and make changes to programs and services in support of mission fulfillment (Standards 3.A.3, 4.B.1).

Furthermore, the Commission added a fourth Recommendation. Recommendation 4 is as follows:

It is recommended that for each year of operation, the College undergo an external financial audit and that the results from such audits, including findings and management letter recommendations, be considered in a timely, appropriate and comprehensive manner by the Board of Trustees (Eligibility Requirement 19 and Standard 2.F.7).

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The Commission requests that the College address Recommendations 1 and 3 of the Spring 2014 Year Three *Resources and Capacity* Peer-Evaluation Report in its Spring 2018 Year Seven *Mission Fulfillment and Sustainability* Self-Evaluation Report and address Recommendation 2 of the Spring 2014 Year Three *Resources and Capacity* Peer-Evaluation Report in an Ad Hoc Report without a visit in Fall 2014. The Ad Hoc Report is to be submitted by October 15, 2014. The Commission further requests that the College address Recommendation 4 of the Spring 2014 Year Three *Resources and Capacity* Peer-Evaluation Report in an Ad Hoc Report in Spring 2015. This Report is to be submitted to the Commission office by May 1, 2015. A copy of the Recommendations is enclosed for your reference.

The Commission finds that Recommendations 1 and 3 of the Spring 2014 Year Three *Resources and Capacity* Peer-Evaluation Report are areas where Grays Harbor College is substantially in compliance with Commission criteria for accreditation, but in need of improvement. However, Recommendations 2 and 4 of the Spring 2014 Year Three *Resources and Capacity* Peer-Evaluation Report do not meet the Commission's criteria for accreditation. According to U.S. Department of Education Regulation 34 CFR 602.20 and Commission Policy, *Commission Action Regarding Institutional Compliance Within Specified Period* (copy enclosed), the Commission requires that Grays Harbor College take appropriate action to ensure that Recommendations 2 and 4 of the Spring 2014 Year Three *Resources and Capacity* Peer-Evaluation Report are addressed and resolved within the prescribed two-year period.

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

Best wishes for a rewarding academic year.

Sincerely,



Sandra E. Elman
President

SEE:rb

Enclosures: Recommendations
Commission Action Regarding Institutional Compliance Within Specified Period

cc: Ms. Laurie K. Clary, Vice President for Instruction

Year Three *Resources and Capacity* Evaluation
Spring 2014
Grays Harbor College
Recommendations (Revised)

1. The evaluation committee recommends that Grays Harbor College continue to build and develop the process of mission fulfillment with the well-crafted Mission Fulfillment Snapshot as a tool to share with stakeholders and to build an overall system of monitoring improvement of the College's progress moving forward (Standard 1.B.2).
2. The evaluation committee recommends that GHC adopt and publish a policy regarding the safe use, storage, and disposal of hazardous and toxic materials (Standard 2.G.2).
3. It is recommended that Grays Harbor College develop a robust system for the collection and analysis of appropriately defined data to fully inform the planning and evaluation process for the institution, its programs and services, as well as core theme objectives and mission fulfillment and that it develop feedback mechanisms that more systematically use assessment data to improve practices and make changes to programs and services in support of mission fulfillment (Standards 3.A.3, 4.B.1).
4. It is recommended that for each year of operation, the College undergo an external financial audit and that the results from such audits, including findings and management letter recommendations, be considered in a timely, appropriate and comprehensive manner by the Board of Trustees (Eligibility Requirement 19 and Standard 2.F.7).

