April 18, 2018

DRAFT

Thuy Thi Nguyen, President

Foothill College

12345 El Monte Rd,

Los Altos Hills, CA 94022

Dr. Dianne Van Hook, Chancellor

College of the Canyons

26455 Rockwell Canyon Road

Santa Clarita, CA 91355

Dear Dr. Hook:

Foothill College is requesting the support of our state colleagues via a Partnership Resource Team (PRT) currently available as part of the Institutional Effectiveness Partnership Initiative. This is an exciting time for Foothill College as we seek improvements in our institutional effectiveness to better serve students. I am particularly proud of the commendation we received during our recent accreditation self-evaluation: “… commends the College’s leaders on creating an environment that encourages innovation in the creation and implementation of unique equity-based student-centered programs and services…”

1. **Description of areas that your institution is doing well.**

Foothill College has several active enrollment initiatives to support new student populations, including new dual enrollment pathways, a new veterinary apprenticeship program (the first of its kind in the country), and a Bachelor Degree’s in Dental Hygiene. We have an active equity agenda focusing on professional development, support for student learning communities, as well as service learning. In winter 2018, we received Reaffirmation of Accreditation with no compliance recommendations.

1. **Description of your institution's areas of focus for PRT assistance that will help advance your institutional effectiveness.**

Foothill College is seeking assistance in the following three areas:

* 1. Implementation of the new governance model

(including the redesign of our Program Review process)

* 1. ACCJC’s recommendation regarding institutional effectiveness:

In order to improve institutional effectiveness and enhance the College’s culture of evidence based decision making, the team recommends that the College continue its broad based, systemic evaluation and planning by assessing, analyzing, organizing and applying its assessment data to establish a robust set of evidence to determine how effectively the College is accomplishing its mission and meeting its institutional priorities to meet the educational needs of students. (I.A.2, I.B.7, I.B.9)

* 1. Providing Service Leadership opportunities for our students

1. **Description of the rationale for these areas of focus.**

Two of the areas of focus were the result of accreditation activities connected to the fall 2017 accreditation visit. The institutional self-evaluation included a Quality Focused Essay (QFE) regarding governance redesign (including program review). In addition, the college received a recommendation for improvement from ACCJC regarding institutional effectiveness processes in the winter of 2018.

The Foothill College Institutional Learning Outcome - Community / Global Consciousness and Responsibility includes skills important for students to be successful members of their community. Recognizing its importance, the Educational Master Plan included Service Leadership as an important activity to provide all of our students an opportunity to develop leadership skills needed to be successful in their career and personal life.

1. **Indication of what would be the ideal time for the first visit.**

Since we are on the quarter system, the ideal time for a first visit would be in mid-October 2018.

Thank you for your consideration. The college is looking forward to engaging with its peers on these important topics.

Sincerely,

Thuy Thi Nguyen

CC: Shelley Weinstein