



Follow-Up Report

In Response to Commission Action Letter Dated June 14, 2022

Submitted by:
Rio Hondo College
3600 Workman Mill Road
Whittier, CA 90601

Submitted to:
The Accrediting Commission for Community and Junior Colleges
Western Association of Schools and Colleges

September 2023

Vision, Mission, Values

Vision

Río Hondo College aspires to be an evolving community-focused institution that embraces diversity, equity, and inclusion as a means to achieve personal, professional, and educational goals in a caring and rigorous environment.

Mission

Río Hondo College is an educational and community partner committed to advancing social justice and equity as an anti-racist institution that collectively invests in all students' academic and career pathways that lead to attainment of degree, certificate, transfer, and lifelong-learning goals.

Values

As a teaching/learning community, we come together and strive to meet the needs, aspirations, and goals of our changing student population and communities. Since what we value forms the core of who and what we are, the college community—trustees, faculty and staff—recognizes the importance of openly and candidly expressing the college's values. Río Hondo College values the following (*Board Approved 05/12/21*):

1. **Quality Teaching and Learning:** a dynamic, student-centered learning environment that embraces equity-minded principles,
2. **Student Access and Success:** a welcoming and inclusive environment that provides our community with the knowledge, wisdom, and skills that facilitate upward social and economic mobility.
3. **Diversity, Equity and Inclusion:** a commitment to advancing educational justice, equity, and opportunity,
4. **Integrity and Fiscal Responsibility:** a College engaged in ethical practices and responsible use of resources for the optimum benefit of its students, community, and staff.



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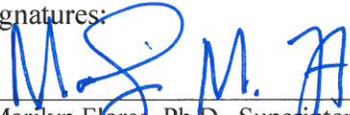
Certification
Follow-Up Report 2023
Rio Hondo College
June 14, 2023

To: Accrediting Commission for Community and Junior Colleges
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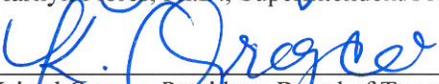
From: Marilyn Flores, Ph.D.
Rio Hondo College
3600 Workman Mill Road
Whittier, CA 90601

I certify there was broad participation by the campus community and believe this report accurately reflects the nature and substance of this institution.

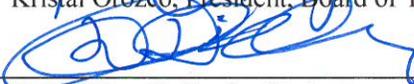
Signatures:



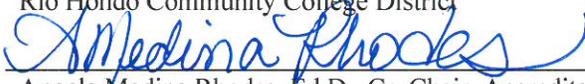
Marilyn Flores, Ph.D., Superintendent/President Rio Hondo Community College District



Kristal Orozco, President, Board of Trustees, Rio Hondo Community College District



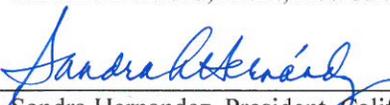
Don Miller, Ph.D., Co-Chair, Accreditation Leadership Team; Vice President of Academic Affairs,
Rio Hondo Community College District



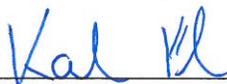
Angela Medina Rhodes, Ed.D., Co-Chair, Accreditation Leadership Team; President, Academic
Senate



Caroline Durdella, Ph.D., Accreditation Liaison Officer, Rio Hondo Community College District



Sandra Hernandez, President, California School Employees Association



Kal El, President, Associated Students of Rio Hondo College

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REPORT PREPARATION

Work on the 2023 accreditation follow-up report began in earnest in spring 2022. In collaboration with a newly appointed Superintendent/President, the Vice President of Academic Affairs, and a newly elected Academic Senate President, the Accreditation Liaison Officer (ALO) developed a plan to begin work on the follow-up report.

First, the accreditation leadership team was expanded to include critical staff in areas where the College received its compliance recommendation. The follow-up report team included faculty, administrators, and classified staff. Members of the follow up report team are described in Table 1 below.

Table 1. Members of the Follow-Up Report Team

Name	Position	Constituency
Marilyn Flores	Superintendent/President	Administration
Don Miller	Vice President, Academic Affairs	Administration
Caroline Durdella	Executive Dean, Academic Affairs & Institutional Effectiveness Accreditation Liaison Officer	Administration
Angela Medina Rhodes	President, Academic Senate	Faculty
Sean Hughes	Outcomes Coordinator	Faculty
Elizabeth Ramirez	Chair Curriculum Committee	Faculty
Mike Slavich	Dean, Instructional Operations	Administration
Sandra Hernandez	CSEA President Library Media Technician	Classified
Eric Dixon-Peters	Vice President, Student Services	Administration

In fall 2022, the timeline to guide the accreditation follow-up report process was finalized (see Table 2). The follow-up report team has met regularly, generally about once per month. The Accreditation Liaison Officer (ALO) was responsible for ensuring that the follow-up report was progressing according to established timeline, setting meeting agendas, providing updates to the Board of Trustees, communicating to the campus community about the process, and troubleshooting during the follow-up report process.

Beginning in Fall 2022, information from the follow-up report team was forwarded to the ALO, who started the process of formalizing the information into drafts of the *Follow-Up Report*. As the writing process began, dialogue among the ALO and members of the follow-up report team occurred to clarify any ambiguous information and to supplement the evidence that was provided.

The report went through an extensive vetting process. Beginning in spring 2023, portions of the *Follow-Up Report* were read by members of the Follow-Up Report Team, as well as by the Institutional Effectiveness Committee, Outcomes Committee, Planning and Fiscal Council (PFC), the main participatory/shared governance committee on campus, Academic Senate, and the Board of Trustees. A campus-wide opportunity for review and input, via an electronic feedback form, was also provided during spring 2023. As recommendations for improvement came in, they were incorporated into the report. More than 100 members of the campus community have directly contributed to this follow-up report (see Table 3). Rio Hondo College is proud of its efforts to quickly come into compliance with commission standards.

Table 2.

**Accreditation 2022
Timeline for Follow-Up Report and Visit – October 2023**

Fall 2022/Spring 2023		
Task	Due Date	Participants
Convene Accreditation Leadership Team	October 2022	C. Durdella M. Eckstrom M. Flores D. Miller E. Dixon-Peters S. Hernandez A. Medina Rhodes
Convene Expanded Leadership Team PFC Information Item/Report	November 2022	C. Durdella M. Eckstrom M. Flores D. Miller E. Dixon-Peters S. Hernandez A. Medina Rhodes S. Hughes E. Ramirez M. Slavich
Quarterly Report -- BOT	December 2022/January 2023	C. Durdella
Draft Response to Compliance Recommendation	November 2022 – February 2023	C. Durdella M. Eckstrom
Gather Evidence in Support of Recommendation	November 2022 – February 2023	C. Durdella A. Barbosa Follow-Up Report Team
Leadership Team Check-In/Report Review	February 2023	C. Durdella M. Eckstrom M. Flores D. Miller E. Dixon-Peters S. Hernandez A. Medina Rhodes S. Hughes E. Ramirez M. Slavich

Accreditation 2022
Timeline for Follow-Up Report and Visit – October 2023

Fall 2022/Spring 2023		
Task	Due Date	Participants
Cabinet Review PFC Information Item/Progress Report	March 2023	M. Flores C. Durdella
College-wide Review	March 2023	Online
Revisions & Editing	April 2023	C. Durdella M. Eckstrom
Quarterly Report -- BOT	April 2023	C. Durdella
Final Report to BOT	May 2023	C. Durdella
Final Report to Graphic Design	July/August 2023	C. Durdella
Prepare Webpage	August/September 2023	C. Durdella A. Barbosa/I. Orozco/A. Tomasich
Submit Report to ACCJC	September 2023	C. Durdella
ACCJC Site Visit	October 2023	ALL

Table 3.

Accreditation Follow-Up Report 2023

Accreditation Leadership Co-Chairs: Don Miller, Vice President Academic Affairs, and Angela Medina Rhodes, President of Academic Senate

Accreditation Liaison Officer (ALO): Caroline Durdella, Executive Dean, Academic Affairs, and Institutional Effectiveness

Writer / Editor: Marie Eckstrom, Faculty, English/Reading

Administrative Support: Renee Gallegos (M/C), Angie Tomasich (M/C), James Sass (C), Sarah Cote (C), Connie Tan (C), Vivian Miu (C), Isai Orozco (C), and Alyssa Barbosa (C)

Group	Institutional Effectiveness Committee	Outcomes Committee	Curriculum Committee	Academic Senate Executive Board	Planning And Fiscal Council	President's Cabinet	Administrative Council	Associated Students Rio Hondo College
Members	Dr. Caroline Durdella , Executive Dean, Academic Affairs, and Institutional Effectiveness (co-chair)	Sean Hughes Architecture & Civil Engineering Faculty (chair)	Leigh Ann Unger , Admissions & Records	Dr. Angela Medina Rhodes President	Dr. Don Miller , Vice President, Academic Affairs (co-chair)	Dr. Marilyn Flores , Superintendent/President	41 Participants of Presidents Cabinet, Managers and Confidentials.	Matthew De Haro President
	Dr. Julio Flores , Counselor/Faculty (co-chair)	Dr. Caroline Durdella Executive Dean, Academic Affairs, and Institutional Effectiveness	Elizabeth Ramirez , Articulation Officer	Kelly Lynch First Vice-President	Dr. Angela Medina Rhodes , Academic Senate President (co-chair)	Dr. Don Miller , Vice-President, Academic Affairs		Anthony Carrillo Vice President
	Dr. Alice Mecom , Dean, Communications & Languages	Aimee Ortiz , Nursing	Alex Gardos , Arts/Cultural Programs	Angelica Martinez Second Vice-President	Dr. Stephen Kibui , Vice-President, Finance and Business	Dr. Stephen Kibui , Vice-President, Finance and Business		Dylan Rodriguez Chief Justice
	Sandra Hernandez , President of CSEA	Dr. Consuelo Gutierrez , SS Administrator	Jannine Livingston , Arts/Cultural Programs	Michael Koger Secretary	Dr. Earic Dixon-Peters , Vice President, Student Services	Dr. Earic Dixon-Peters , Vice-President, Student Services		Naomi Chavez Secretary

Marie Eckstrom, Program Review Coordinator	Cynthia Lewis, Art	Marius Dornean, Career and Technical Education	Steve Johnson Parliamentarian	Dr. Caroline Durdella, Executive Dean, Academic Affairs, and Institutional Effectiveness	Tina H. Kuperman, J.D., Vice-President, Human Resources/Compliance Officer/Title IX		Celeste Sandoval Treasurer
Lisa M. Chavez, Dean, Counseling	Daniel Osman, Communications 2	Sean Hughes, Career and Technical Education	Farrah Nakatani ASCC Representative	Mark Yokoyama, Dean, Public Safety	Dr. Russell Castañeda-Calleros, Director, Government and Community Relations		Melany Morales ICC Chair Executive
Ruben Agus, CTE- Drafting/GIS	Dr. Don Miller, Vice President of Academic Affairs	Janet Cha, Business	Dorali Pichardo-Diaz Past President	Heba Griffiths, Student Services Administrator (2021-2023)	Ruthie Retana, Director, Marketing and Communications		Nikki Gigante Chair of Student Services
Dr. Juana Mora, Political Science Faculty	Eric Caesar, Business	Ralph Velasquez, Communications /Languages	Diana Valladares RHCFA President	Kelly Lynch, 1st Vice President, Academic Senate	Andrew Delgado **, Acting Director, Facilities Services		Reggie Diaz Clemente Chair of Community Service
Manuel Halim, Web Developer CTE	Dr. Erika Leon, Assistant Dean, Adult Education	Gil Puga, Communications /Languages		Angelica Martinez, 2nd Vice President, Academic Senate			Giovanni Toribio Chair of Basic Needs
Aditi Sapra, Sociology Faculty	Jay Ribaya, MSE 1	Murad Saakyan, Communications /Languages		Michael Koger, Secretary, Academic Senate			Valeria Contreras Chair of Cultural Diversity
Jose Millan, CTE - ACEDD	Jose Millan, CTE 2	Dorali Pichardo-Diaz, Counseling		Steve Johnson, Parliamentarian, Academic Senate			Kal El Chair of Public Relations
Mark Yokoyama, Dean, Public Safety	Dr. Julio R. Flores, Counseling	Mike Garabedian, Dean/Library and Instructional Support N/A		Farrah Nakatani, ASCCC Representative, Academic Senate			Jose Lara Chair of Legislative Affairs
	Kevin Barman, BSS 1	Mike Slavich, Dean/Career & Technical N/A Ed/Instructional Operations		Dorali Pichardo-Diaz Past President, Academic Senate			Edith Chavez Chair of Sustainability

	Lisette Acevedo, Communications 1	Claudia Rivas, Library		Diana Valladares Faculty Association President (or designee)		Anthony Garcia Senator at Large of C.E.
	Michael Dighera, CTE 1	Nancy Garcia, Math/Science		Sandra Hernandez CSEA President		Dayana Iniguez Senator at Large of B.N.
	Mike Garabedian, Dean, Library	Ed Izaguirre, Math/Science		Lisa Sandoval CSEA Appointee		Davina Tabbakh Senator at Large of S.S
	Richard Beckman, Public Safety	Cameron English Math/Science		Jim Sass CSEA Appointee		Rey Serrano Senator at Large of L.A.
	Robin Babou, Library	Wendy Huang, Health Science		Dan Coffman Faculty Appointee (2022-2023)		Jose Rodriguez Senator at Large
	Ryan Bronkar, MSE 2	Stephen Smith, Kinesiology, Dance, & Athletics		Grant Tovmasian, Faculty Appointee (2020- 2023)		Angelyne Anderson Senator at Large
	Dr. Earic Dixon- Peters, Vice President of Student Services	Ryan Carey, Public Safety		Veronica Hollbrook Faculty Appointee (2020- 2023)		Destiny Mendoza Senator at Large
		Sondra Moe, Behavioral & Social Sciences		Matthew De Haro Student Appointee, ASRHC		Briana De Leon Senator at Large
		Abbie Perry, Behavioral & Social Sciences		Dylan Rodriguez Student Appointee, ASRHC		Victoria Reyes Senator at Large of C.S.
		Joaquin Duran, Behavioral & Social Sciences		Anthony Carrillo Student Appointee, ASRHC		Isaiah Pro Senator at Large C.D.
		Rose Marie Gaw, Disabled Students				Christina Miranda Senator at Large of P.R.

			Program & Services					
			Victoria Reyes, Student Representative					

RESPONSE TO COMMISSION ACTION LETTER

This section summarizes the actions taken by the College to come into compliance with Commission requirements as described below and stated in the Commission action letter dated June 14, 2022.

The Commission determined that the College must demonstrate compliance with the following Standards, as identified in the requirements below. This demonstration must be addressed in the required Follow-Up Report.

Standard II.A.3 (College Requirement 1): In order to meet the Standard, the Commission requires the college include student learning outcomes on their officially approved course outlines and ensure students receive, in every class, a syllabus that lists these outcomes.

Immediately upon conclusion of the comprehensive site visit in March 2022, the College began working in earnest to come into compliance with standard II.A.3. On March 23, 2022, the Curriculum Committee approved a motion that learning outcomes statements will be housed in CurriQunet on the student learning outcomes tab. This new requirement took effect in summer 2022 [CR1-01]. Under the new process, each division dean will be responsible for ensuring that learning outcomes statements are loaded into CurriQunet prior to approving a new course or course revision for Curriculum Committee review and approval, [CR1-02, CR1-03]. In sum, the compliance requirement was formally recognized and addressed by the Curriculum Committee and responsibility for ensuring compliance is assigned to division deans. Division deans ensure compliance by ensuring learning outcomes statements are loaded into CurriQunet prior to new and revised courses moving forward in the Curriculum approval process, and by ensuring that the correct learning outcomes appear on syllabi [CR1-03, CR1-12]. In April 2022, the compliance requirement was also discussed by the Academic Senate [CR1-04].

Perhaps most importantly, the compliance requirement was formally recognized and codified by the District and the Rio Hondo College Faculty Association (RHCFA). The Collective Bargaining Agreement (CBA) 2022- 2025 for the RHCFA specifically states [CR1-13] :

5.3.8.1 Student learning outcomes (SLOs) shall be included on the Course Outline of Record (COR).

5.3.8.2 Faculty shall include student learning outcomes from the COR on their syllabi to students and the unit member's supervisor (or designee) for each course taught, by the first day of the second week of instruction of that class (summer and intersession included).

To ensure integrity between student/course learning outcomes housed in CurriQunet and course syllabi, the Office of Academic Affairs has published an infographic outlining each of the steps and the timeline for ensuring compliance between CurriQunet, where student/course learning outcomes are stored, and the syllabi for a course [CR1-03].

As described in the infographic [CR1-03], the process begins with each division dean working with division faculty to review all active courses in CurriQunet to ensure that each course has student/course learning outcomes located on the SLO tab in CurriQunet. This step takes place the semester before a course is offered. Next, approximately one month prior to the start of a new term, the Office of

Instructional Operations downloads an SLO report from CurriQunet which contains all active courses being taught in the upcoming term [CR1-05]. This report is then given to each division dean to send to all faculty teaching in the upcoming term, along with a reminder to include the approved student/course learning outcomes in all syllabi [CR1-06]. One week prior to the start of the new term, each division dean will send out a reminder to all faculty teaching in the upcoming term to include all approved student/course learning outcomes on their syllabi [CR1-07]. The reminder is then repeated on Flex Day, which occurs at the very beginning of the semester and represents the first day the faculty return to campus, at division meetings or in Flex Day division communications [CR1-08]. By the first day of the second week of instruction, each faculty member submits an electronic copy of all syllabi to the division office. The division office then cross-checks the syllabi against the CurriQunet report and ensures that each syllabus contains the officially approved learning outcomes as stored in CurriQunet. If a syllabus has incorrect or missing student/course learning outcomes, the division office contacts the faculty member and requires that they resubmit their syllabi within 72 hours with the correct student/course learning outcomes or the division corrects the syllabi and provides the corrected copy to the faculty member [CR1-09]. Corrected syllabi are then distributed to students.

To ensure integration and alignment with the College curriculum process, the Outcomes Committee also developed and approved recommendations for the creation of student/course level learning outcomes. The recommendations address new courses, as well as a process for course revisions, which includes modifications to learning outcomes statements. These processes were reviewed and approved by the Outcomes Committee on March 21, 2023 [CR1-10].

For new courses and/or revisions, the process begins with the course originator developing or revising student/course learning outcomes. When a change or update has been made, CurriQunet notifies the Outcomes Coordinator that there are learning outcomes associated with a course in need of review. The Outcomes Coordinator consults with the corresponding discipline experts serving on the Outcomes Committee and together they provide feedback to the course originator. If needed, the feedback is then incorporated into the student/course learning outcomes in CurriQunet by the course originator.

Integrity between the curriculum process and outcomes assessment process is accomplished through collaboration between the offices of Instructional Operations, which has administrative oversight for the CurriQunet platform and Institutional Effectiveness, which has administrative oversight over the TaskStream platform. The TaskStream platform houses the results of student/course level outcomes assessments while the CurriQunet platform houses the approved student/course outcomes statements. To ensure integrity between systems and processes, at the end of each term, a report of newly approved or updated courses and their corresponding outcomes statements is generated by the Instructional Operations office, and provided to the Institutional Effectiveness office, for upload into the TaskStream platform, where results of outcomes assessments are entered. This process ensures alignment between the source of approved outcomes (CurriQunet) and the platform for entering the results of outcomes assessments (TaskStream).

Finally, the change to storing approved course outcomes within CurriQunet also resulted in changes to how the College makes the outcomes publicly available to students. Students and the general public have access to student/course learning outcomes through the public version of CurriQunet, which is available from the College website [CR1-11].

EVIDENCE LIST

[CR1-01 Curriculum Committee Meeting Minutes 3-23-22](#)

[CR1-02 Agenda Joint Deans Meeting 4-7-22](#)

[CR1-03 RHC CurriQunet Syllabi Submission Process](#)

[CR1-04 Academic Senate Minutes 4-5-22](#)

[CR1-05 Office of Instructional Operations CurriQunet SLO Report](#)

[CR1-06 Communication from Office of Instructional Operations to Division Deans Regarding SLO Compliance](#)

[CR1-07 Examples of Division Dean Communications with Faculty Regarding SLOs](#)

[CR1-08 Examples of Division Flex Day SLO Syllabi Reminders](#)

[CR1-09 Communication Regarding Compliance for Syllabi and SLOs](#)

[CR1-10 Outcomes Review Process Approved March 21, 2023, by the Outcomes Committee](#)

[CR1-11 Screenshots of College CurriQunet Public Site, Sample CLOs](#)

[CR1-12 CurriQunet Workflow Demonstrating Deans' Role in New and Revised Courses](#)

[CR1-13 RHCFA Collective Bargaining Agreement 2022 – 2025 Section 5.3.8 pp. 16 – 17](#)