

June 13, 2018

Dr. Naoto Yoshikawa, Chancellor  
Hawai'i Tokai International College  
91-971 Farrington Highway  
Kapolei, HI 96707

Dear Chancellor Yoshikawa:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 6-8, 2018, reviewed the Institutional Self Evaluation Report (ISER) and evidentiary materials submitted by Hawai'i Tokai International College. The Commission also considered the External Evaluation Team Report (Team Report) prepared by the peer review team that conducted its onsite visit to the College March 5-8, 2018.

The purpose of this review was to determine whether the College continues to meet ACCJC's Eligibility Requirements, Commission Policies, and Accreditation Standards (hereinafter, the Standards). Upon consideration of the written information noted above, the Commission acted to **Reaffirm Accreditation for seven years and require a Follow-Up Report, due October 1, 2019.**

#### Commendations

The Commission recognizes the exemplary performance of Hawai'i Tokai International College in the following areas. Commendations signify practices for which the Commission believes the institution has exceeded standards.

##### **Commendation 1**

Hawaii Tokai International College's unique and noble mission is very well integrated throughout the institution. The team noted that systems, processes, policies, practices, and personnel embody the mission of fostering global citizenship and world peace. Of particular note is how the mission is reflected directly in institutional learning outcomes (ILOs). (Standard I.A.3)

##### **Commendation 2**

HTIC has demonstrated remarkable resilience. Despite the chaos created by myriad challenges including the tragic loss of three students, leadership transition, faculty/staff turnover, and relocation to the new campus, the institution ensured that there was limited impact on students as evidenced by consistently positive student feedback and high achievement rates. (Standard I.C.14)

##### **Commendation 3**

The College is commended for its strong student services and learning support structures, advising, and course scheduling that have combined to achieve a five-year average 90% graduation rate within five terms.

The College effectively leverages its small college ethos, strong relationships between students, faculty, staff, and administrators, and an organic early alert system they colloquially refer to as the “coconut wireless” to identify students at risk and assist them in achieving their academic goals. (Standards II.A.6, II.B.1, II.C.1, II.C.2, II.C.5)

#### **Commendation 4**

The team commends the efforts of HTIC in effectively using its human and physical resources to achieve its mission and to improve academic quality and institutional effectiveness. In particular, the team applauds the College’s effort to incorporate student voice within the established governance structures and to maintain the safety of the student population on the campus. The careful consideration of student perspectives creates an inclusive culture in which faculty, staff, administrators, and students all work together. (Standards III.B.1, IV.A.2)

#### Compliance Requirements

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

**Standards I.C.2, I.C.4, II.A.3 (College Recommendation 3):** In order to meet the standard, the team recommends that the College define and publish in the college catalog, program-level student learning outcomes taught in the certificates within the Liberal Arts degree.

In accordance with federal regulations, compliance requirements must be addressed and the institution must demonstrate that it aligns with Standards within two years<sup>1</sup>.

#### Modifications to Recommendations

In taking its action, the Commission modified the team’s recommendation(s) as follows:

As noted above, **Recommendation 3** is changed from an improvement recommendation to a compliance requirement. **Recommendation 1** is changed from a compliance requirement to an improvement recommendation. The Commission also determined that the wording of **Recommendation 4** should be revised as follows:

**Recommendation 4 (Improvement):** In order to improve institutional effectiveness, the team recommends that the College develop officially approved and current master course outlines that include student learning outcomes. (II.A.3)

#### Recommendations for Improving Institutional Effectiveness

The Team Report noted Recommendations 1, 2, 4, and 5 for improving institutional effectiveness. These recommendations do not identify current areas of deficiency in institutional

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<sup>1</sup> For more information, refer to the Commission policy on “The Two-Year Rule and Extension for Good Cause” on the ACCJC website at <https://accjc.org/eligibility-requirements-standards-policies/>.

practice, but consistent with its mission to foster continuous improvement through the peer review process, the Commission encourages institutions to give serious consideration to the advice contained in the peer reviewers' recommendations. The Commission anticipates that you will bring them and the team's full report to the attention of your institution for serious consideration. In the Midterm Report, the College will include actions taken in response to the peer review team's improvement recommendations.

Next Steps

The Team Report provides details of the peer review team's findings with regard to the College's work to meet Standards. The guidance and recommendations contained in the Report represent the best advice of the peer review team at the time of the visit but may not describe all that is necessary for the college to improve. A final copy of the team report is attached.

The Commission requires that you disseminate the ISER, the Team Report, and this letter to those who were signatories of the ISER and that you make these documents available to all campus constituencies and the public by placing copies on the College website. Please note that in response to public interest in accreditation, the Commission requires institutions to post current accreditation information on a Web page no more than one click from the institution's home page. In keeping with ACCJC policy, the Commission action will also be posted on the ACCJC website within 30 days of the date of the Commission's action.

On behalf of the Commission, I wish to express appreciation for the diligent work and thoughtful reflection that Hawai'i Tokai International College undertook to prepare for this evaluation. These efforts confirm that peer review can well serve the multiple constituencies of higher education by both ensuring and encouraging institutional quality and effectiveness.

If you have any questions about this letter or the Commission's action, please feel free to contact me or the vice president that has been assigned as liaison to your institution.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Winn". The signature is fluid and cursive, with a long horizontal stroke at the end.

Richard Winn, Ed.D.  
President

RW/tl

cc: Dr. Ilaria De Santis, Accreditation Liaison Officer