

Date: 1/27/16

To: Crystal VanderTuig, DoIR

From: Joseph Holt, CAO

Re: Veterinary Assisting program at the Fresno and Bakersfield campuses

Based upon Senior Management's review of the formal evaluation plans to offer a Veterinary Assisting certificate program in its January 27, 2016 meeting, the decision was made to move forward with execution of the Veterinary Assisting program at the Fresno and Bakersfield campuses. Please proceed with a substantive change proposal to ACCJC-WASC. The Growth and Development team will be proceeding with all other phases of the program launch.