



8941 Aztec Drive | Eden Prairie, Minnesota 55347 | p: 952-212-2434 f: 952-657-7068

8 September 2017

Seungdeok Lee, Ph.D., KMD., L.Ac.
President, Dongguk University Los Angeles
440 Shatto Place
Los Angeles, CA 90020

RE: Comprehensive Institutional Review for Continuing Accreditation - Institutional / Master's Program
Interim Site Visit on unresolved complaint allegations and concerns

Dear Dr. Lee,

At its 10-12 August 2017 meeting, the Accreditation Commission for Acupuncture and Oriental Medicine ("ACAOM" or "Commission") reviewed Dongguk University Los Angeles (DULA) Institutional *Accreditation Record* pertaining to continuing accreditation of its Master of Oriental Medicine (M.Om) program, under applicable *Standards*. Concurrently the Commission conducted an Interim Site Visit on unresolved complaint allegations and concerns. The findings detailed below are a combination from both the comprehensive institutional review and the Interim Site Visit in order to simplify future reporting requirements.

COMMISSION FINDINGS

Based on review of DULA's *Accreditation Record* the Commission found the following twenty-two (22) areas of non-compliance:

- STANDARD 1 - PURPOSE
 - Criterion 1.3 – Relationship
 - Criterion 1.4 – Review
- STANDARD 2 -- LEGAL ORGANIZATION
 - Criterion 3.2 - Role
- STANDARD 5 – RECORDS
 - Criterion 5.1 – Permanent Records
 - Criterion 5.3 – Data
 - Criterion 6.4 - Policy planning
 - Criterion 6.5 - Advanced standing
 - Criterion 6.8 - English language competency
 - Criterion 6.10 - Retention and Graduation Rates
- STANDARD 7 – ASSESSMENT
 - Criterion 7.1 - Programmatic Review
 - Criterion 7.2 - Measurement of Student Achievement
- Criterion 8.6 – Syllabi
- Criterion 8.8 - Clinical observation
- Criterion 8.12 - Licensure & Certification Exam Rates
- Criterion 10.4 – Grievances
- Criterion 12.5 - Clinic space and equipment
- Criterion 13.4 - Budgetary process
- Criterion 14.1 - Completeness and accuracy

Important: In accordance with US Department of Education (34 CFR § 602.20) policies, if a program fails to correct its compliance with any standard cited as a non-compliance within a 2-year period, the Commission is required to withdraw candidacy or accreditation status from the institution or program unless the

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*Commission has provision for, and grants a "good cause" extension. **The 2-year timeline for Non-Compliance findings noted by this Action Letter ends on the last day of the August 2019 Commission Meeting.***

Based on review of DULA's *Accreditation Record* the Commission found the following thirty-one (31) areas compliant with further development:

Criterion 1.1 – Relationship
Criterion 1.2 – Review
Criterion 2.1 - Off-campus control
STANDARD 3 – GOVERNANCE
Criterion 3.1 – Off-Campus Activities
Criterion 3.4 - Meetings
Criterion 4.1 – Chief Administrator
Criterion 4.2 – Organization of Staff
Criterion 4.3 - Academic Leadership
Criterion 4.4 - Integrity
STANDARD 6 – ADMISSIONS
Criterion 6.2 - Transfer credit
Criterion 6.3 - Policy publication
Criterion 6.6 – Prerequisites
Criterion 6.9 – Enrollment
Criterion 7.3 - Assessment of Graduates Success
Criterion 8.1 - Program length
Criterion 8.4 - Appropriate level of instruction
Criterion 8.7 - Clinical training
Criterion 8.10 - Professional Competencies
Criterion 9.3 - Professional development and benefits
Criterion 9.4 - Policies and procedures
Criterion 10.1 - Support fulfillment of objectives
Criterion 10.2 - Published, fair student policies
STANDARD 11: Library & Learning Resources
Criterion 11.1 - Resources and access
Criterion 12.2 - Compliance with standards
STANDARD 13 - FINANCIAL RESOURCES
Criterion 13.1- Resources
Criterion 13.2 – Control
Criterion 13.7- Indebtedness

COMMISSION ACTION

1. Consistent with ACAOM's *Commission Actions Policy*, the DULA was placed on institutional **Show Cause** effective 12 August 2017, or at the conclusion of reconsideration/appeal, if applicable. The institution will be reviewed at the August 2018 Commission meeting and accreditation status will be terminated consistent with ACAOM policies unless DULA can **Show Cause** why such action should not be taken. Programs and Institutions placed on **Show Cause** may request reconsideration of this decision. The reconsideration procedures are designed as a continuation of the accreditation peer review process and are therefore considered to be non-adversarial. (See page 8 of ACAOM's Commission Actions Policy for reconsideration procedures.)
2. DULA is required to submit to ACAOM a **Show Cause Progress Report** no later than 1 Feb 2018 fully addressing all findings of non-compliance listed above and detailed in the final site visit report.



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3. DULA is required to host a focused site visit in the spring of 2018 to verify the contents of the **Show Cause Progress Report**.
4. DULA is required to host a virtual meeting with ACAOM's Executive Director (ED) and Director of Regulatory Affairs (DRA) no later than 3 November 2017 to discuss the reasons for the Commission's Sanction, and to discuss the program's plans for addressing the issues that gave rise to the sanction.

FINAL SITE VISIT REPORT

The final Site Visit Report has been appended to this document. This final report is a compilation of the Site Visit Report previously provided to the institution, inclusive of changes made, if applicable, based on:

- FIR responses to verification of factual accuracy (spelling, credentials etc.),
- Commission findings,
- Commission actions,
- and suggested documentation for any non-compliance findings.

For ease of review all areas of note have been highlighted in yellow in the appended final report.

PROGRESS REPORT INSTRUCTIONS

Each Area of Non-Compliance is identified in the final site visit report. We have included suggested documentation for the required Progress Report that must address each of the noncompliance citations. The suggested documentation is only a suggestion. It is the sole responsibility of the institution to determine what documentation to submit to demonstrate remediation of the noncompliance finding.

DISCLOSURES TO THE PUBLIC

All disclosures about accreditation must truthfully and accurately represent the status. At this time, consistent with ACAOM Policies and Standards, your institution must publish the following public disclosure notification in its catalogue, on its website, and/or in any other public announcements that include accreditation information:

Effective 12 August 2017, the Dongguk University Los Angeles (DULA) was placed on institutional *Show Cause* until August 2018 at which time their accreditation status will be terminated by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM or Commission) unless the institution is able to demonstrate why such action should not be taken. This order to *Show Cause* is subject to reconsideration and, where applicable, appeal if timely requested by DULA.

ACAOM is the recognized accrediting agency for programs preparing acupuncture and Oriental medicine practitioners and is located at 8941 Aztec Drive, Eden Prairie, Minnesota 55347; phone 952/212-2434; fax 952/657-7068.

In the event that the institution publishes any official documents in any language other than English, the public disclosure must also be included in the additional languages. Use of language other than that so designated is not permitted without prior written permission from Commission staff. The Commission must receive a copy of, or a link to, the public announcement of its accredited status with ACAOM within fifteen (15) calendar days of receipt of this *Action Letter*.



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IMPORTANT DATES*

23 September 2017 – DULA's accreditation status public disclosures due to ACAOM.

23 October 2017 – Virtual meeting with ACAOM

1 February 2018 – Show Cause Monitoring Report due

Spring 2018 – Focused Site Visit

August 2018 – Next Commission Review

***Please note the Commission is not bound by a rigid sequence of actions nor precluded from taking actions at any time as warranted by evolving circumstances and that these dates, provided for planning purposes, may change.**

Programs and institutions are responsible for understanding and following ACAOM's current policies and procedures found at <http://acaom.org/policies/> and you and your staff are encouraged to contact ACAOM with any questions or need for further clarification.

Sincerely,



Mark S McKenzie, PhD (China), MSOM, L.Ac
Executive Director
Mark.McKenzie@acaom.org

Cc: Kathy Taromina, DACM, L.Ac, Chair

See ACAOM's website for current versions of all policies.

