



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

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January 31, 2006

Dr. Brian Murphy
President
DeAnza College
21250 Stevens Creek Boulevard
Cupertino, CA 95014

Dear President Murphy:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting on January 11-13, 2006, reviewed the institutional self study report and the report of the evaluation team which visited DeAnza College on Tuesday, October 18-Thursday, October 20, 2005. The Commission acted to reaffirm accreditation with a requirement that the college complete a Focused Midterm Report.

All colleges are required to file a Midterm Report in the third year after each comprehensive evaluation. Midterm Reports indicate progress toward meeting the evaluation team's recommendations and forecast where the college expects to be by the time of the next comprehensive evaluation. The Midterm Report also includes a summary of progress on college-identified concerns as expressed in the self study. A Focused Midterm Report is a midterm report which must give evidence of progress on recommendations selected for emphasis by the Commission.

DeAnza College should submit the Focused Midterm Report by **October 15, 2008**. The Focused Midterm Report should address all the team's recommendations and must demonstrate progress on the recommendations noted below:

Recommendation 1

The team recommends that the college engage in a broad-based dialogue that leads to the establishment of a process for the assessment of student learning outcomes, including the establishment of timelines and the identification of responsible parties. This process should result in:

- the identification of student learning outcomes for courses, programs (instructional, student support services, learning support services), certificates, and degrees;
- the assessment and evaluation of student progress toward achieving these outcomes; and
- the use of the results to improve student learning.

(Standards I.B, II.A, II.B, II.C, III.A.1.c; Eligibility Requirement 10; Eligibility Requirement 19)

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Recommendation 2

The team recommends that the college develop and move into action a set of strategies designed to identify, assess and address diversity and equity issues in an effort to ensure that barriers do not impede the success of any student group; that instructional methods and materials are informed by awareness of, and appreciation for, the diversity of the college's students; and that the campus climate is inclusive and welcoming to all students and members of the community (Standards II.A.1a, II.A.2.d, II.B.3.d).

In addition, the Focused Midterm Report should also address the Commission's concern about the District fiscal planning, as noted in the following *additional* recommendation:

Commission Recommendation

The Commission recommends that the district develop and implement a plan to address the unfunded post-retirement liability (Standard III.D.2.c).

I have previously sent you a copy of the evaluation team report. Additional copies may now be duplicated. The Commission requires you to give the team report and this letter appropriate dissemination to your college staff and to those who were signatories of your college self study report. This group should include the Chancellor, campus leadership, and the Board of Trustees. The Commission also requires that the team report and the self study report be made available to the public. Placing copies in the college library can accomplish this. Should you want the report electronically to place on your web site or for some other purpose, please contact Commission staff.

The recommendations contained in the evaluation team report represent the observations of the evaluation team at the time of the visit. The Commission reminds you that while an institution may concur or disagree with any part of the team report, the college is expected to use the report to improve the educational programs and services of the institution.

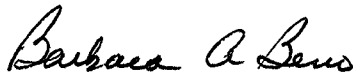
The college conducted a comprehensive self study as part of its evaluation. The Commission suggests that the plans for improvement of the institution included in that document be taken into account in the continuing development of DeAnza College. The next comprehensive evaluation of the college will occur during Fall **2011**.

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Finally, let me take this opportunity to remind you that federal legislation affecting accrediting agencies requires that accredited colleges conduct systematic assessment of educational outcomes (see especially Standards I and II). A further requirement is that accrediting agencies pay close attention to student loan default rates.

On behalf of the Commission, I wish to express continuing interest in the institution's educational programs and services. Professional self-regulation is the most effective means of assuring integrity, effectiveness and quality.

Sincerely,



Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. Martha J. Kanter, Chancellor, Foothill-De Anza Community College District
Dr. Robert Griffin, Accreditation Liaison Officer
Board President, Foothill-De Anza Community College District
Dr. Chris McCarthy, Team Chair
Evaluation Team Members

PREPARATION OF A FOCUSED MIDTERM REPORT

The **Focused Midterm Report** is due in the third year following the evaluation team visit and is required whenever the Commission requests the regular Midterm Report focus on specific recommendations. The institution is expected to provide narrative information and analysis regarding the progress made on addressing:

- ◆ each of the recommendations of the evaluation team demonstrating significant progress on those recommendations that were the subject of the focus as detailed in the Commission Action Letter,
- ◆ the areas identified in the planning agenda of its self study, and
- ◆ updates on substantive change approvals or pending proposals.

The report will be reviewed by the Commission at its next regularly scheduled meeting and the institution will be notified as to what action it must take next. The institution is required to send **three copies** of its report to the Commission **plus an electronic version**. The Focused Midterm Report must be reviewed by the Governing Board prior to its submission.

Use the following format for the report:

1. Cover Sheet Include the date of submission, the name and address of the institution, and a notation that this is a Focused Midterm Report.
2. Table of Contents
3. Statement on Report Preparation The statement, signed by the Chief Executive Officer of the institution, describes the process of report preparation and identifies those who were involved in its preparation, review, and approval.
4. Response to Team Recommendations and the Commission Action Letter The report should describe the progress made on each recommendation made by the visiting team, analyze the results achieved to date, provide evidence of the results, and indicate what additional plans the institution has developed. Significant progress should be demonstrated on those recommendations that were to be the subject of the focused report as detailed in the Action Letter.
5. Response to Self-identified Issues In the Planning Agenda section of the Self Study Report, the institution reported on areas needing improvement. The institution should provide a brief description of the progress made on these self-identified issues specifying timelines to completion and responsible parties.
6. Updates on Substantive Change Proposals in progress, pending, or planned.

Three copies of the report should be sent to the Commission office at 10 Commercial Boulevard, Suite 204, Novato, CA 94949.