



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

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January 29, 2010

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 6-8, 2010, reviewed the Follow-Up Report submitted by the college. The Commission took action to accept the report, with a requirement that the college complete a Follow-Up Report.

The Commission asks that the Follow-Up Report be submitted by **October 15, 2010**. The Follow-Up Report should demonstrate the institution's further implementation of the recommendation 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, II.A.1.c; Eligibility Requirement 10; Eligibility Requirement 19)

Recommendation 1 above is intended to assist the institution in achieving the Proficiency level on the Rubric for Evaluating Institutional Effectiveness – Part III: Student Learning Outcomes by the Commission's 2012 deadline.

The Follow-Up Report will become part of the accreditation history of the college and should be used in preparing for the next comprehensive evaluation. The Commission requires that you give the report and this letter appropriate dissemination to your college staff and to those who were signatories of your college report. This group should include the Chancellor, campus leadership, and the Board of Trustees. The Commission also requires that all reports be made available to students and the public. Placing copies in the college library can accomplish this.

Dr. Brian Murphy
DeAnza College
January 29, 2010
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Please note that the next comprehensive evaluation of DeAnza College will occur in **Fall 2011**.

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

Sincerely,

A handwritten signature in cursive script that reads "Barbara A. Beno".

Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Mr. Mike Brandy, Interim Chancellor, Foothill-DeAnza CCD
Ms. Marisa Spatafore, Accreditation Liaison Officer
Board President, Foothill-DeAnza CCD

Accrediting Commission for Community College
Western Association of Schools and Colleges

PREPARATION OF A FOLLOW-UP REPORT

A **Follow-Up Report** is a report requested by the Commission for special purposes. It can occur at any time in the 6-year accreditation cycle. A Follow-Up Report requires that the institution provide information, evidence, and analysis regarding the resolution of the recommendations to which it was directed by the Commission's Action Letter. The institution's report will be reviewed by the Commission at its next regularly scheduled meeting, and the institution will be notified as to what action, if any, it must take next.

Follow-Up Report Format

The following format for the report should be used:

1. Cover Sheet
Include the date of submission, the name and address of the institution, and a notation that this is a Follow-Up 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
Each recommendation identified by the Commission in its action letter should be identified and discussed. The report should describe the resolution of each recommendation, analyze the results achieved to date, provide evidence of the results, and indicate what additional plans the institution has developed.
5. Governing Board Review
The **Follow-Up Report** must be reviewed by the Governing Board prior to its submission.

The institution is required to send **three copies** of its report to the Commission **plus an electronic version**. The hard copies of the report should be sent to the Commission's mailing address at 10 Commercial Boulevard, Suite 204, Novato, CA 94949. The electronic version of the report should be transmitted to **accjc@accjc.org**.