

**To:** College Council  
**From:** Mallory Newell, Chair, College Planning Committee  
**Date:** 1/6/2016  
**Subject:** Aligning Planning Quilt with 7-year Accreditation Cycle

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The College Planning Committee (CPC) would like to propose two items to College Council for review pertaining to De Anza’s planning processes.

**1. Align the Planning Quilt with the seven-year Accreditation Cycle** - De Anza College will undergo a site visit by ACCJC in fall 2017, at this time the accreditation cycle begins at year one and continues for seven years. In the past, our planning cycle has been aligned with the accreditation cycle, as both were on a six-year cycle. In order to adjust to the seven-year cycle, changes will need to be made to the planning quilt. Our current cycle is:

2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Site Visit	Values Statement	Mission Statement	Mid-Term Report/EMP	Form Teams	Self-Study	Site Visit
APRU	APRU	Comprehensive	Reflection	APRU	APRU	APRU

*Option 1: Comprehensive Program Review Every Six Years*

Departments/divisions undergo one Comprehensive Program Review per cycle with the Comprehensive being on the same year as the accreditation Mid-term Report. In this case, the Comprehensive will reflect on six years of data. The Year of Reflection shall be completed in the fall following the Comprehensive. This option will align the Comprehensive with the revision of the Educational Master Plan and Mid-term Report.

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Site Visit	Values Statement	Mission Statement	Mid-Term Report	Educational Master Plan	Form Self-Study Teams	Self-Study	Site Visit	Values Statement	Mission Statement	Mid-Term Report	Educational Master Plan	Form Self-Study Teams	Self-Study
APRU	APRU	APRU	Comprehensive	Reflection	APRU	APRU	APRU	APRU	APRU	Comprehensive	Reflection	APRU	APRU

*Option 2: Comprehensive Program Review Every Three Years*

Planning teams undergo two Comprehensive Program Reviews per cycle, every three years. In this case, the Comprehensive will reflect on three years of data. The Year of Reflection shall be completed in the fall following the Comprehensive. In this option, the year in which the Comprehensive falls, will rotate every cycle.

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Site Visit	Values Statement	Mission Statement	Mid-Term Report	Educational Master Plan	Form Self-Study Teams	Self-Study	Site Visit	Values Statement	Mission Statement	Mid-Term Report	Educational Master Plan	Form Self-Study Teams	Self-Study
APRU	APRU	APRU	Comprehensive	Reflection	APRU	APRU	Comprehensive	Reflection	APRU	APRU	Comprehensive	Reflection	APRU

**2. Closing the Loop on Program Review** – The Planning Committee recommends that an annual report of findings from the program review process be published by each planning team at the end of the program review process with a more robust report published following the Comprehensive Program Review. These reports will be combined and included in the annual Educational Master Plan Update and ultimately inform the Education Master Plan revision. Questions to reflect on may include:

1. *Based on your review of all departments/programs, what are some best practices identified towards closing the equity gap?*
2. *What are some best practices identified as progress or achievement relative to department's/program's Equity Plans?*
3. *If any department/program reported a success rate that falls below our Course Success standard rate of 60%, what are the department's plans to increase their success rates?*
4. *What changes should be made to the program review process or questions to improve student learning?*