Program Response to the Final Draft Visiting Team Report

LSU

Thursday, April 11, 2013

SCHOOL OF
ARCHITECTURE

Louisiana State University
136 Atkinson Hall
Baton Rouge, LA 70803

O (225) 578.6885
F (225) 578.2168

Cassandra Pair
Manager, Accreditation
NAAB
1101 Connecticut Ave, NW
Suite 410
Washington, DC 20036

Dear Cassandra,

We received and reviewed the final version of the 2013 Louisiana State University
Visiting Team Report.

We would like to thank the NAAB and our team for their conscientious work and for
the professionalism they demonstrated throughout the visit. The students, faculty and
staff were impressed with their focus and the interactions they had with the team. The
team demonstrated great attention to detail in their work and the comments they have
made in the VTR. Their perceptions of the strengths in our program are insightful and
helpful.

There are some clarifications we would like to have from the NAAB about the report.
Specifically, we are concerned that in some cases we received a "not met" or "cause
for concern" because one piece from a list of examples was not provided, rather than
the overall intent of the SPC being met or not met. We would like to make sure we
understand whether such lists are examples of possibilities, or definitive requirements.
We would also appreciate some clarification of the comment in SPC B4 Site Design
(M.Arch) that the urban sites of the project precluded their use for demonstrating the
ability to meet the site design criteria. We were unaware that there was an expectation
of particular sites for any of the SPC's. Moving forward, we would appreciate any
clarifications so that we are able to adequately address the concerns of the team in
future annual reports.

Overall we are pleased with the assessment provided by the report and are confident
that we will easily be able to address the details of the Not Met criteria as well as the
Causes for Concern in the coming years. In fact, we have already been able to begin
addressing some in our course work this semester.

Sincerely,

Jori Erdman, Director
School of Architecture

SECTION 10. ANNUAL STATISTICAL REPORTS

Continuing accreditation and candidacy is subject to the submission of *Annual Statistical Reports.*

Annual Statistical Reports are submitted online through the NAAB's Annual Report Submission (ARS) system (http://ars.naab.org) and are due by November 30 of each year. For specific information or instructions on how to complete *Annual Statistical Reports*, please refer to the ARS website.

1. **Annual Statistical Report**
    a. **Content.** This report has six sections that capture statistical information on the institution in which an architecture program is located and on the accredited degree program. For the purposes of the report, the definitions are taken from the glossary of terms used by the Integrated Postsecondary Education Data System (IPEDS)[15]. Much of the information requested this report corresponds to the *Institutional Characteristics, Completion and 12-Month Enrollment Report* submitted to IPEDS in the fall by the institution. Data submitted in this section is for the previous fiscal year. A copy of the questionnaire used in the ARS is in Appendix 3.

    b. **Submission.** *Annual Statistical Reports* are submitted through the NAAB's Annual Report Submission system and are due on November 30.

    c. **Fine for Late Annual Statistical Report.** *Annual Statistical Reports* are due each year on November 30. In the event a program fails to complete an annual report on time, including not more than one extension, the program will be assessed a fine of $100.00 per calendar day until the *Annual Statistical Report* is submitted. This fine will be assessed when the report is submitted.

    d. **Failure to Submit an Annual Statistical Report.** If an acceptable *Annual Statistical Report* is not submitted to the NAAB by the deadline, the NAAB may advise the chief academic officer and program administrator of the failure to comply. In the event the program fails to submit an acceptable *Annual Statistical Report* after an extensive period of time, the NAAB executive committee may consider advancing the program's next accreditation sequence by at least one calendar year. In such cases, the chief academic officer of the institution will be notified with copies to the program administrator and a schedule will be determined so that the program has at least six months to prepare an *APR.*

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[15]IPEDS is the "core postsecondary data collection program for the National Center for Education Statistics. Data are collected from all primary providers of postsecondary education in the [U.S.] in areas including enrollments, program completions, graduation rates, faculty, staff, finances, institutional prices, and student financial aid." For more information see http://nces.ed.gov/IPEDS/

SECTION 11: INTERIM PROGRESS REPORT

Continuing accreditation is subject to the submission of a narrative, interim progress report submitted at defined intervals after an eight-year term of continuing accreditation is approved.

Programs with three-year terms of continuing accreditation or two-year probationary terms are exempt from this requirement.

Annual statistical reports (Section 10) are still required, regardless of a program's interim reporting requirements

Interim Progress Reports are due on November 30 at defined intervals after the most recent visit and are also submitted through the ARS (see Section 10).

1. **Interim Progress Report.** Any program receiving an eight-year term of accreditation must submit two interim progress reports.
   a. The first is due on November 30 two years after the most recent visit and shall address all sections in the interim report template (see Appendix 5).

   b. The second report is due on November 30 five years after the most recent visit and shall address at least Section 4 of the template, although additional information may be requested by the NAAB (see below).

   c. **Content:** This is a narrative report that covers three areas:
      i. Changes to the program's responses to Conditions I.1-I.5 since the previous Architecture Program Report was submitted.

      ii. The program's response or progress in addressing not-met Conditions or SPC or Causes of Concern from the most recent Visiting Team Report.

      iii. Significant changes to the program or the institution since the last visit.

   d. **Submission:** *Interim Progress Reports* are due on November 30. They are submitted electronically through the ARS in Word or PDF. Reports must use the template (see Appendix 5). Files may not exceed 5 MBs.

   e. **Review.**
      i. *Two-Year Interim Progress Reports* are reviewed by the NAAB Executive Committee. The Executive Committee may make one of three recommendations to the Board regarding the acceptance of the first interim report:
         1. Accept the interim report as having demonstrated satisfactory progress toward addressing deficiencies identified in the most recent VTR; only the mandatory section of the fifth-year report is required. The annual statistical report (Section 10) is still required.

         2. Accept the interim report as having demonstrated progress toward addressing deficiencies identified in the most recent VTR; the fifth year report must include additional materials or address additional sections. The annual statistical report (Section 10) is still required.

3. Reject the interim report as having not demonstrated sufficient progress toward addressing deficiencies and advance the next accreditation sequence by at least one calendar year. In such cases, the chief academic officer of the institution will be notified with copies to the program administrator and a schedule will be determined so that the program has at least six months to prepare an *APR*.

4. The annual statistical report (Section 10) is still required.

ii. *Five-Year Interim Progress Reports* are also reviewed by the NAAB Executive Committee. The Committee may make one of two recommendations to the Board regarding the acceptance of the report:
1. Accept the interim fifth-year report as having demonstrated satisfactory progress toward addressing deficiencies identified in the most recent VTR;

2. Reject the fifth-year interim report as having not demonstrated sufficient progress toward addressing deficiencies and advance the next accreditation sequence by at least one calendar year. In such cases, the chief academic officer of the institution will be notified with copies to the program administrator and a schedule will be determined so that the program has at least six months to prepare an *APR*.

3. The annual statistical report (Section 10) is still required.

f. **Decision.** The Executive Committee's recommendation on any interim progress report will be forwarded to the Board at the next regularly scheduled meeting.
1. The responsibility for the final decision rests with the NAAB Board of Directors.

2. Decisions of the NAAB on an interim progress report are not subject to reconsideration or appeal.