

December 7, 2015

Dear DEAC Colleagues,

I am writing to provide you with important information regarding enhancements that DEAC plans to implement in 2016 with regard to annual reporting. Every year, the DEAC requires accredited institutions to submit an annual report that provides information on institutional enrollment, student achievement, substantive changes, and other compliance-oriented items. Consistent with its commitment to pursuing continuous improvement and innovations, the DEAC is developing a new technology for annual report submissions in order to align this process with the recently adopted changes to the *DEAC Accreditation Handbook* that will be effective January 1, 2016. Please refer to Part Two, Processes and Procedures, Section XVI, p. 54 of the *2016 DEAC Accreditation Handbook* to review DEAC's requirements for annual reporting.

The 2015 Annual Report will cover the reporting period of January 1, 2015 – December 31, 2015. As part of the changes being carried out for the submission of the report, DEAC will

- Implement a secured electronic submission format,
- Require more details on institutional enrollment,
- Collect more comprehensive data used to establish student achievement benchmarks,
- Review and reconcile the list of courses/programs approved within the accredited scope for each institution,
- Enhance capabilities to examine and analyze aggregated data for all DEAC-accredited institutions, and
- Make every effort to assure the new submission process is attentive to, and supportive of, the user experience.

DEAC will make the submission form available the week of January 4, 2016. Please plan now for a submission deadline of **March 31, 2016**.

For the forthcoming year, Nan Ridgeway, Director of Accreditation, and her team will be handling Annual Report inquiries. Should you have any questions pertaining to this matter, please feel free to reach out to Nan for guidance.

Sincerely,



Leah K. Matthews
Executive Director