

CACB

CANADIAN ARCHITECTURAL
CERTIFICATION BOARD

CCCA

CONSEIL CANADIEN DE
CERTIFICATION EN ARCHITECTURE

Procedure for Accreditation – Article 3.2.3

Focused Evaluation Reporting

Terms of Accreditation

SIX-YEAR TERM

Indicates that deficiencies, if any, are minor and that a process to correct these deficiencies is clearly defined and in place. The Program is accredited for the full six-year period.

SIX-YEAR TERM WITH A “FOCUSED EVALUATION” AT THE END OF THREE YEARS

Indicates that significant deficiencies exist in meeting the requirements of the CACB Conditions and Terms for Accreditation; consideration of these deficiencies will form the basis of a focused evaluation. The Program is required to report on its particular deficiencies during the third year.

THREE-YEAR TERM

Indicates that major deficiencies are affecting the quality of the Program, but the intent to correct these deficiencies is clear and attainable. The Program is accredited for a full three-year period. If the Program receives two consecutive three-year terms of accreditation, then the Program must achieve a six-year accreditation term at the next accreditation visit. If the Program fails, it will be placed on a twoyear probationary term. If the Program fails to achieve a six-year term at its subsequent accreditation visit, then its accreditation shall be revoked.

TWO-YEAR PROBATIONARY TERM

Indicates that CACB deficiencies are severe enough to seriously question the quality of the Program and the intent or capability to correct these deficiencies is not evident. A Program on probation must show just cause for the continuation of its accreditation, and at its next scheduled review, the Program must receive at least a three-year term or accreditation will be revoked. If the two-year probationary term is following the sequence described in “three-year term,” the Program must receive at least a six-year term or its accreditation shall be revoked.

REVOCATION OF ACCREDITATION

Indicates that insufficient progress was made during a two-year probationary term to warrant a full three-year or six-year accreditation term. Notwithstanding, the foregoing accreditation of any Program can be revoked at any time if there is evidence of substantial and persistent non-compliance with the requirements of the CACB Terms and Conditions for Accreditation.



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Programs that receive a **Six-Year Term of Accreditation with a Focused Evaluation** remain accredited for the full six-year period, but are required to undergo a Focused Evaluation at the end of the third year.

This type of accreditation term indicates that the CACB has identified significant deficiencies in the Program's ability to meet one or more of the CACB Conditions and Terms for Accreditation. The Focused Evaluation provides an opportunity for the Program to demonstrate progress in addressing these identified deficiencies.

Although the Program maintains its accreditation for the full six-year term, it is required to submit a Focused Evaluation Report during the third year addressing the specific deficiencies identified by the CACB.

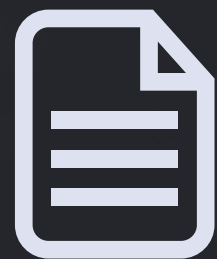
The CACB's Accreditation Decision Letter identifies which of the **Conditions for Accreditation have been found deficient**, including any Student Performance Criteria (SPC) identified as **"Not Met."** The Program is required to report on these specific areas as part of its Focused Evaluation Report.

The Program's Focused Evaluation Report (FER)

The FER identifies the changes made or planned to remove each deficient “not met” condition, as addressed in the VTR and CACB decision letter.

REQUIRED EVIDENCE

Course Descriptions



Provide updated descriptions for relevant courses.

Course Assignments



Include assignments aligned with targeted conditions.

Samples of Work



Submit samples in digital form for the relevant SPC and/or PPC.

Written Explanation



Provide a clear explanation of how each targeted condition is being addressed.



SUBMISSION DEADLINE:

April 30 of the year in which the evaluation is scheduled.



Focused Evaluation Team Appointment

The CACB appoints a Focused Evaluation Team composed of two members of the Visiting Team that last visited the Program plus a CACB Board Member.

The Focused Evaluation Team will consider the Focused Evaluation Report, along with the Architecture Program Report (APR), the Visiting Team Report (VTR), the Program response to the Visiting Team Report, and any other pertinent documents upon which the CACB based its finding of deficiency during the accreditation process

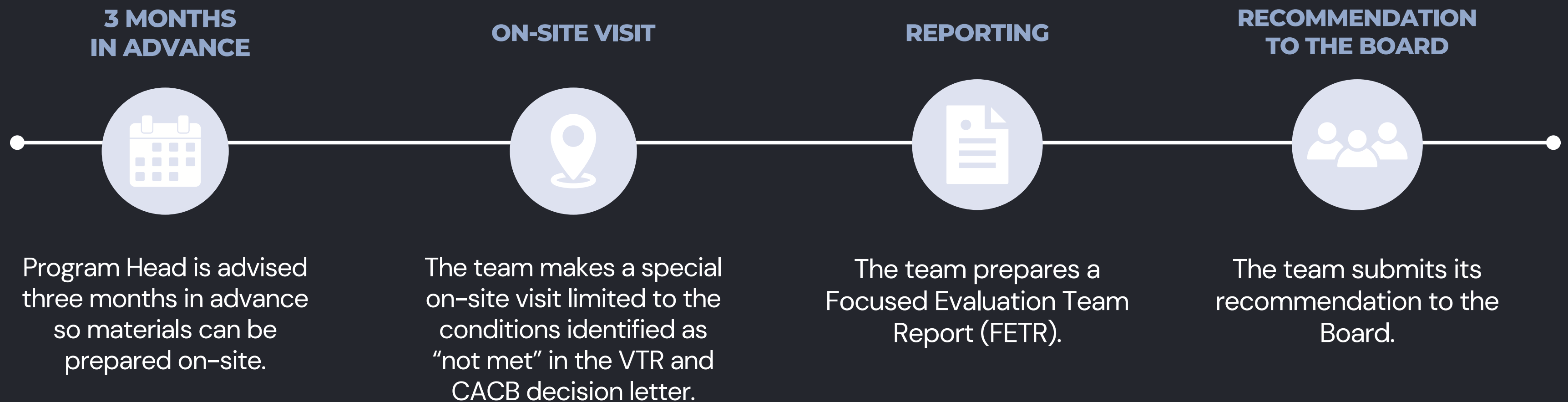
Based on the evidence presented the Focused Evaluation Team writes a **Focused Evaluation Team Report (FETR)** with findings and submits it with a confidential recommendation to CACB.

Douglas Cardinal Architect



If the Focused Evaluation Team determines that all 'not met' deficiencies in the conditions have been addressed, and the Board approves its findings, the Program will receive notification that no visit is necessary and no further action with respect to the Focused Evaluation is required.

If the team recommends additional evaluation, it conducts a focused evaluation visit.





The Board will make a decision regarding the Focused Evaluation based on one of the following outcomes:

- Allow the schedule for the next accreditation visit to stand unchanged; or
- Advance the time for the next accreditation visit, while allowing adequate time for the Program to prepare for such a visit.

Decisions of the Board concerning a Focused Evaluation are final and not subject to appeal