

February 26, 2020

Mr. Charles Restivo  
Chief Executive Officer  
191 Baypointe Parkway  
San Jose, CA 95134

Dear Mr. Restivo:

This letter serves as formal notification and official record of action taken concerning Cogswell Polytechnical College (Cogswell) by the WASC Senior College and University Commission (WSCUC) at its meeting February 14, 2020. This action was taken after consideration of the report of the review team that conducted the Special Visit to Cogswell Polytechnical College September 11-13, 2019. The Commission also reviewed the institutional report and exhibits submitted by Cogswell Polytechnical College prior to the Special Visit and the institution's November 1, 2019 response to the team report. The Commission appreciated the opportunity to discuss the visit with you. Your comments were very helpful in informing the Commission's deliberations. The date of this action constitutes the effective date of the institution's status with WSCUC.

### **Actions**

1. Receive the Special Visit team report that focused on: (1) Awareness of WSCUC accreditation policies (CFR 1.8); (2) Documenting current and long-term financial viability, using that evidence in its planning processes (CFR 3.4); (3) Engaging its multiple constituencies in institutional reflection and planning processes based on data and evidence (CFR 4.6); (4) New graduation rate Key Performance Indicator (KPI) to a higher performance level (CFR 2.10); (5) Board of Trustees clarifying the college's leadership structure (CFRs 3.6, 3.8, and 3.10); (6) Engage in board development (CFR 3.9); (7) Strengthen collaboration among student services (CFRs 2.10, 2.11, and 2.13); (8) Resubmit previously planned distance education degrees (CFRs 2.1, 2.10, 2.13, 3.2, 3.4, and 3.5).
2. Remove the Warning
3. Continue with the previously scheduled reaffirmation review with the Offsite Review in fall 2022 and the Accreditation Visit in spring 2023
4. Schedule a Progress Report to be submitted by February 1, 2021 to address all requirements in this letter

The Commission commends Cogswell Polytechnical College in particular for the following:

1. Use of the WSCUC process to build transparency and to invest in educational best practices among the institution's constituents, including the board culture of collaboration that has been fostered among all institutional stakeholders, who share a strong identification with Cogswell's commitment to project-based learning and an education in technology for careers in Silicon Valley and beyond.
2. Effective faculty senate, which includes adjunct faculty representatives and is actively engaged in decision making and strategic processes.

3. Having assembled a group of engaged and experienced leaders who are committed to the success of students and the institution and who collaborate to foster that success.
4. Authentic focus on student learning, degree completion, and career placement that has been made tangible through actions taken to bridge student services and faculty.

The Commission requires the institution to respond to the following issues:

1. Address the shortfalls in enrollment through program development and marketing
2. Effectively integrate a financial planning model that includes a projection process that better aligns with the realities of the institution. (CFR 3.4)
3. Move beyond purely quantitative description in order to inform decision making and long-term planning with the analysis necessary to promote effective action. (CFRs 4.1, 4.2, and 4.6)
4. Set separate retention and graduation rate targets for disaggregated student groups. (CFR 2.10)
5. Develop a vehicle for ensuring that students have the opportunity to participate in institutional decision making. (CFRs 2.10, 3.7, and 4.5)

In accordance with Commission policy, a copy of this letter will be sent to the chair of Cogswell Polytechnical College's governing board. The Commission expects that the team report and this action letter will be posted in a readily accessible location on the Cogswell Polytechnical College's website and widely distributed throughout the institution to promote further engagement and improvement and to support the institution's response to the specific issues identified in these documents. The team report and the Commission's action letter will also be posted on the WSCUC website. If the institution wishes to respond to the Commission action on its own website, WSCUC will post a link to that response on the WSCUC website.

Finally, the Commission wishes to express its appreciation for the extensive work that Cogswell Polytechnical College undertook in preparing for and supporting this accreditation review. WSCUC is committed to an accreditation process that adds value to institutions while contributing to public accountability, and we thank you for your continued support of this process. Please contact me if you have any questions about this letter or the action of the Commission.

Sincerely,



Jamienne S. Studley  
President

JSS/mbg

Cc: Reed Dasenbrock, Commission Chair  
Brian Shepard, ALO, Provost and Chief Academic Officer  
Charles Cook, Board Chair  
Members of the Special Visit team  
Mark B. Goor, Vice President