July 22, 2008

Kenneth R. Nielson, Ed.D., President
Office of the President
Woodbury University
7500 Glencoe Boulevard
Burbank, CA 91510-7846

Dear President Nielson:

At the July 2008 meeting of the National Architectural Accrediting Board (NAAB), the board reviewed the Visiting Team Report for the Woodbury University School of Architecture.

The board noted the concerns of the visiting team regarding problems with in several areas including human resources, financial resources, accessibility, building systems integration and comprehensive design.

As a result, the professional architecture program:

Bachelor of Architecture

was formally granted a six-year term of accreditation with the stipulation that a focused evaluation be scheduled in three years to look only at Human Resources and Financial Resources and the progress that has been made in those areas.

The accreditation term is effective January 1, 2008. The program is scheduled for its next full accreditation visit in 2014. The focused evaluation is scheduled for the calendar year 2011.

Accreditation is subject to the submission of Annual Reports. Annual Reports are due by November 30 and must include the following:
- a response to each condition identified as not met in the Visiting Team Report,
- a response to each of the causes of concern in the Visiting Team Report,
- a brief summary of changes that have been made or may be made in the accredited program, and
- the statistical report

Please note, beginning in November 2008, these reports will be submitted online.

Please also note that the information in the Annual Reports forms the basis for the Focused Evaluation in 2011; the program is encouraged to use this opportunity to document fully the plans and progress in each of the areas to be reviewed in the 2011 evaluation.

If an acceptable Annual Report is not submitted to the NAAB by January 15, 2009, the NAAB may consider advancing the schedule for the program’s next accreditation sequence. A complete description of the Annual Report process can be found on pages 14–15 of the NAAB Procedures for Accreditation, 2008 Edition.

NAAB encourages public dissemination of information about each school contained in both the school’s 2008 Architecture Program Report and the 2008 Visiting Team Report. If the Visiting Team Report is made public, then it is to be published in its entirety.
The visiting team has asked me to express its appreciation for your gracious hospitality.

Very truly yours,

Bruce E. Blackmer, FAIA
President

Enc. Visiting Team Report

cc: Norman R. Millar, AIA, Director
    Marzette Fisher, Team Chair
    Visiting Team Members