

## The AWARE Webinar Will Begin Momentarily

- Have questions? Submit them via the Go-to-Webinar dialogue box.
- Have a copy of the Memo at-hand, an electronic version of which can be found on our web site, under the Council Action tab.

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ACCREDITING COUNCIL FOR  
INDEPENDENT COLLEGES AND SCHOOLS

## AWARE Webinar

September 25, 2017  
1:00-2:15pm EST

ACICS Webinar Announcing, Relating & Explaining  
*The September 2017 Memorandum to the Field*

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## Today's Presenters

- **Michelle Edwards**, President and CEO
- **Perliter Walters-Gilliam**, Vice President – Accreditation
- **Karly Zeigler**, Manager, Institutional Compliance

# WELCOME!

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## Agenda

- **President's Welcome**
- **Topic I: *Final Criteria Revisions & Changes***
- **Topic II: *For Information Only***
- **Questions and Comments**

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# President's welcome

*Ms. Michelle Edwards*  
*President & CEO*



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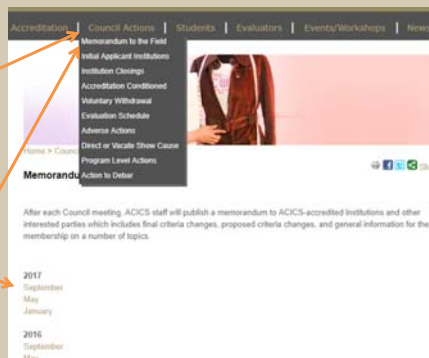


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Available at [www.ACICS.org](http://www.ACICS.org)

To view the Memo:

- > Council Actions
- >> Memorandum to the Field
- >>> September 2017



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**TOPIC I:**  
**FINAL CRITERIA REVISIONS  
& CHANGES**

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**Proposed Criteria Changes & Revisions**

- **Intent to Bar/Debarment Appeal**
- **Review Board Members and Expenses of an Appeal**
- **Institutional Grant Length**
- **Unannounced Visit Fees**
- **Council Hearing and Institutional Review Procedures**
- **Change of Ownership/Control Action**

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## Proposed Criteria Changes & Revisions

- **Institutional Show-Cause and Withdrawal of Approval**
- **Student Achievement Procedures**
- **Substantive and Non-Substantive Changes**
- **Renewal of Accreditation Application Submission**
- **Advertising – Third Party Services**
- **Integrity**

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## Proposed Criteria Changes & Revisions

- **Removal of language for “Centrally Controlled Institution” and “Distributed Enterprise”**
- **Addition of Scheduled Graduation Date on Enrollment Agreements**
- **Denial Actions Not Affecting Overall Accreditation**

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## Intent to Bar/Debarment Appeal

### *Section 2-3-900*

- ❖ The Council revised the language surrounding the debarment appeal process to clarify that the intent to bar is the only point at which the individual or entity may appeal.
- ❖ The language now references the *Schedule of Fees* for an in-person appeal and clarifies the time frame in which the written notice of intent to appeal must be submitted to the Council office.

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## Review Board Members and Expenses of an Appeal

### *Sections 2-3-602 and 2-3-608, and Appendix A, Bylaws, Article VII*

- ❖ The language indicates that a panel of three to seven will be selected from a pool of 15 members of the Review Board of Appeals.
- ❖ The order of the types of members was reorganized for consistency.
- ❖ Reference to *Schedule of Fees* for the standard flat fee.

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## Institutional Grant Length

*Section 2-1-701 & Section 2-1-702*

- ❖ The language eliminates the ability to award a grant length to a branch campus independently of its main. A branch does not hold an accredited status and is approved within the accredited status of the main campus.
- ❖ The Council maintains the discretion on the grant length awarded for an institution.

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## Unannounced Visit Fees

*Section 2-1-405 and Appendix B*

- ❖ Language updated to clarify that unannounced visits will be assessed a flat visit fee.
- ❖ An institution would be subject to adverse action for failure to pay the fee.

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## **Council Hearing and Institutional Review Procedures**

*Sections 2-3-230, 2-3-500, 2-3-501, and 2-3-502*

- ❖ Language was updated to reflect that all show-causes will be an in-writing institutional review (formerly in-writing hearing) unless an in-person hearing is directed by the Council.
- ❖ For institutional reviews, the submission of documentation and fee, as noted, replaces a notification of the institution's acceptance.

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## **Revision of Title – Change of Ownership/Control Action**

*Section 2-3-302*

- ❖ The title clarifies the denial of reinstatement of accreditation after change of ownership or control, rather than a denial of the change of ownership/control itself.

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## Institutional Show-Cause and Withdrawal of Approval

*Sections 2-3-230, 2-3-231, 2-3-400, 2-3-401,  
2-3-402, and 2-3-403*

- ❖ The language clarifies that a show-cause action may result in the withdrawal of approval of a branch campus or the withdrawal of accreditation of the institution.
- ❖ Revocation of accreditation will occur if an institution does not respond to a show-cause directive.
- ❖ Withdrawal actions – revocation and suspension – can be taken at the campus and institution levels.

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## Student Achievement Procedures

*Sections 2-1-809 and 2-2-502 & Appendix L*

- ❖ The table of guidelines is updated to clearly outline expectations with each student achievement action.
- ❖ Two sections of the Criteria related to Student Achievement have been revised to remove redundant language.
- ❖ Further explanation of Council expectations in regards to Student Achievement, consistent with actions taken.

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## Substantive and Non-Substantive Changes

*Sections 2-2-101, 2-2-109, 2-2-121, and 2-2-151*

- ❖ Updated language to recognize that a 25 percent change (either increase or decrease) to a program's clock or credit hours is also a substantive change.
- ❖ Campuses must notify ACICS of non-substantive changes prior to implementation. Approval is **REQUIRED** for substantive changes.
- ❖ ACICS must be notified when a change has not been implemented within a year.

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## Renewal of Accreditation Application Submission

*Section 2-1-300 and 2-1-301*

- ❖ Campuses are to submit all renewal applications and fees three months before the start of the institution's assigned review cycle rather than September 30th prior to the renewal year.
- ❖ Substantive changes will not be permitted following submission of the self-study materials leading up until the site visit.

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## Advertising – Third Party Services

### *Appendix C – Institutional Publications Requirements*

- ❖ The Council eliminated one element of Appendix C referencing disclosure of third party services offered to students at no cost for advertising.



## Criterion Description - Integrity

### *Section 3-1-202*

- ❖ Language revised regarding integrity of an institution to include capability of management since the subsections include the assessment of both the integrity and capability of the institution's administration.



## Removal of “Centrally Controlled Institutions” and “Distributed Enterprise”

*Sections 1-3-200, 1-3-203, 2-1-100, 2-1-301, 2-1-402, 2-1-503, 2-1-601, 2-1-801, 2-1-802, 2-2-203, 3-1-202, and Glossary*

- ❖ The Council removed all references to “Centrally Controlled Institution” and “Distributed Enterprise” given that ACICS is no longer pursuing the recognition of this type of entity.

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## Addition of Scheduled Graduation Date on Enrollment Agreements

*Section 3-1-414*

- ❖ A requirement was added to the Council’s expectations for enrollment agreements to capture students’ expected graduation dates.
- ❖ Effective **January 1, 2018.**

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## **Denial Actions not Affecting Overall Accreditation**

### *Section 2-3-303*

- ❖ The Council proposes a revision to the language that clarifies the institution's right to object to denial actions regarding substantive changes.



## **TOPIC II: FOR INFORMATION ONLY**



## For Information Only

- **Learning Site Time Frame Extension**
- **Graduation Rates**
- **Bylaws Revisions**
- **Systematic Review**

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## Learning Site Time Frame Extension

*At the August 2017 meeting, the Council voted to grant a one-year extension to the effective date for the learning site definition that became final in December 2016. Institutions will now have until December 31, 2018 to ensure that learning sites are within a 5-mile radius of the main campus or otherwise have them approved by the Council on a case-by-case basis.*

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## Graduation Rates

- *The revisions to this year's Campus Accountability Report (CAR) have included the additional data elements necessary to establish "scheduled to graduate" cohorts for every program offered by ACICS accredited institutions, from which a full year's report (July 1, 2016 – June 30, 2017) will be prepared for the Council's review at the December 2017 meeting. This data will be used to establish graduation rate standards.*

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## Bylaw Revisions

- The ACICS Board of Directors approved revisions to the bylaws as they relate to Council titles (e.g. Secretary and Vice-Chair).
- Removed the three-year separation from a member institution in the definition of a public representative.
- Council composition must now:
  - Be comprised of no less than 9 and no more than 15 commissioners
  - Consist of at least 40% public representatives
  - Have at least 30% of the representatives elected by the membership

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## Systematic Review



- As part of the annual Systematic Review of Criteria process, ACICS is seeking feedback on a number of areas currently being considered for review at its February 2018 Policy Meeting.
- ACICS will be soliciting your feedback via a survey following this webinar.



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## Question & Answer



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