



**Re: Accrediting Commission Report
December 2018 Meeting
(via email distribution)**

Dear ACCET Members and Other Colleagues:

This letter provides information regarding actions taken by the ACCET Accrediting Commission at its December 2018 meeting. Specific reports relative to the December 2018 Commission meeting are available on the ACCET website under the “Commission” tab, including: (1) Final Actions Taken by the Commission (referenced by institution), (2) Summary Statistics of Actions Taken by the Commission, and (3) a copy of this Accrediting Commission Report, which describes new and/or revised ACCET policy documents considered by the Commission for final approval or call for comment. Also available on the website is a request for written comments relative to institutions scheduled for consideration of accreditation at the Commission’s April 2019 and August 2019 meetings.

A summary of Commission actions taken at the December 2018 meeting regarding ACCET policies is provided below, including: (1) final documents approved by the Commission (available on the ACCET website under “Documents and Forms”) and (2) call for comment on proposed revisions to policy documents.

As a reminder, the Commission’s Standards and Policy Review Committee (SPRC) conducts an ongoing review of each ACCET policy document at least every five years. Additionally, SPRC considers specific policy documents for review and revision to address governmental regulatory requirements, arising issues of concern, and/or the need for additional policy guidance. Member institutions and other interested parties are invited and encouraged to submit their written comments to proposed changes to ACCET policies and standards (available on the ACCET website under “News”).

FINAL APPROVAL

1. Document 7 – Guidelines for On-Site Teams

Approved is a change to the rating scale to clarify what is meant by a rating of “3 *with a weakness*”, as follows:

In addition to the report of “Pertinent Facts” (always required), “Strengths” (noted only as appropriate), and “Weaknesses” (noted only as appropriate), each subsection of the standard is scored on the rating scale provided below. Note that a standard with a rating of 4 must have a strength identified in the report, and a rating of 2 or 1 must have a weakness identified. A rating of a 3 may have a strength and/or a weakness; however, if there is a weakness, this means that the institution substantially meets the standard, except for the narrow area of non-compliance identified in the weakness.

TEAM REPORT RATING SCALE

4	<i>Exceeds the standard.</i>	<i>Significant strength(s) specified.</i>
3	<i>Meets the standard.</i>	<i>Strength(s), if any, specified.</i>
3 with weakness(es)	<i>Substantially meets the standard, except for the narrow area of non-compliance identified in the weakness(es).</i>	<i>Narrow area of weakness(es) specified.</i>
2	<i>Does not fully meet standard: Some change(s) needed to meet the standard.</i>	<i>Weakness(es) specified.</i>
1	<i>Does not meet standard: Significant changes needed to meet the standard.</i>	<i>Significant weakness(es) specified.</i>

2. Document 18.IEP – Satisfactory Progress Policy

For purposes of clarity, approved is a change to duplicate the language regarding administrative withdrawals from Document 31 – Cancellation and Refund Policy. In accordance with Document 31.ESOL, “An institution must automatically administratively withdraw a student after s/he has been absent for a maximum of 30 consecutive calendar days (excluding any scheduled breaks of the institution).”

3. Document 18.1.IEP – Satisfactory Progress Checklist

For purposes of clarity, approved is a change to duplicate the language regarding administrative withdrawals from Document 31 – Cancellation and Refund Policy.

4. Document 22 – Policy on Change of Ownership and/or Control

Approved are additional requirements for institutions seeking approval to transition from a for-profit to a non-profit status, which constitutes both a change of ownership and a change of control.

5. Document 25 – Policy for New, Revised, and Existing Programs

For purposes of clarity, approved is language to address whether ACCET accredited institutions that offer occupational associate degrees must deliver the general education courses necessary to meet their specific degree requirements or may, with ACCET approval, establish an articulation agreement with an accredited degree granting institution for the delivery of general education courses.

During the initial e-learning pilot, only avocational institutions were permitted to seek and obtain approval to offer courses and programs delivered through e-learning. Approved is a change to expand this to allow all institutions to seek and obtain approval to offer avocational courses and/or avocational programs delivered in whole or in part by e-learning. Vocational programs and courses will not be approved by ACCET to be delivered through e-learning.

6. Document 28 – Completion and Job Placement Policy

For purposes of clarity, approved is a change to duplicate the language from the Preparation Checklist for On-Site Visit (Document 8.2) regarding the preparation of Document 28.2 – On-Site Sampling Verification Form – Completion and Placement Verification).

7. Document 49.2 – Policy and Procedure for Processing Complaints Initiated Against ACCET

Approved is a change to broaden the composition of ad hoc committees established by the Executive Committee to investigate complaints filed against ACCET by specifying that current and/or former Commissioners may serve on the committee.

CALL FOR COMMENT

1. Document 11 – Policies and Practices of the Accrediting Commission

Proposed is to specify that the Accrediting Commission's decision to defer or deny accreditation is not subject to a request for special consideration of the Commission. For purposes of clarity, also proposed are additional changes to specify the following: (a) The three-member appeals panel shall be composed of a former Commissioner who shall be designated as the Chair of the Appeal, (b) On each appeals panel, there shall be a separate public representative, academic representative from an ACCET accredited institution, and administrative representative from an ACCET-accredited institution; and (c) An appeals hearing may be conducted electronically or in person.