ECSU’s Countdown to Southern Association of Colleges and Schools (SACS) Reaffirmation of Accreditation

Presented by:
Center for Institutional Assessment
Schedule and Reverse Timeline of Events

- December 2011: Review and decision by Commission on Colleges
- April 2011: ON-Site Review
- January 2011: ECSU’s Quality Enhancement Plan (QEP)
- November 2009: OFF-Site Review
- August 15, 2009: ECSU’s Compliance Certification due
- June 2008: SACS Orientation of ECSU’s Leadership Team
- December 1, 2006 (begin): Organization and Preparation
- September 2006: Awareness
Review by the Commission on Colleges (December 2011)

- The Commission's Compliance and Reports (C&R) Committee will receive and review the report of the On-Site Review Committee, the response of ECSU to the committee’s report, ECSU’s Compliance Certification, and Quality Enhancement Plan.

- The full Commission will receive the C&R Committee report and will make a decision regarding the reaffirmation of ECSU’s accreditation and any follow-up activities that it may require of the institution.
The role of the On-Site Review Committee is to:

- Evaluate ECSU's Quality Enhancement Plan to determine the institution’s compliance with Core Requirement 2.12.

- Determine ECSU's compliance with all other Core Requirements and Comprehensive Standards with which the Off-site Committee judged the institution not to be in compliance and with those it did not review.

- Follow up on any request by the Off-Site Committee to the On-Site Committee to investigate further identified issues. Present the committee’s findings and recommendations to the leadership of ECSU at the conclusion of the on-site review.

- Present a report to the Commission on Colleges that includes the committee’s recommendations and its suggestions regarding follow-up activities required of ECSU.
Materials to be Sent to the On-Site Review Committee Members and the Commission

Six weeks prior to the On-Site visit (March 1, 2011), ECSU will send to each member of the On-Site Review Committee and to the Commission staff member hard copies of the following materials:

- Quality Enhancement Plan;
- Signed Compliance Certification (copy);
- Focused Report, if one has been prepared by ECSU;
- Undergraduate and Graduate catalogs;
- Updated “Institutional Summary Form”; and/or
- Additional materials that may be requested by the Commission on Colleges staff or the chair of the On-Site Committee.

The above materials should also be made available electronically, along with other documentation, to the On-Site Review Committee and the Commission.
Quality Enhancement Plan (QEP) (due not later than January 2011)

- Core Requirement 2.12 states: "The institution has developed an acceptable Quality Enhancement Plan and demonstrates that the plan is part of an ongoing planning and evaluation process" (Principles of Accreditation).

- In response to SACS Core Requirement 2.12, ECSU will develop an acceptable Quality Enhancement Plan.

- ECSU's QEP will describe a carefully designed and focused course of action that addresses a well-defined topic or issue(s) directly related to enhancing student learning.

- ECSU's Leadership Team is charged with providing oversight for both the Compliance Review and the development of the Quality Enhancement Plan.
Role of Off-Site Review Committee
(second week in November 2009)

- Reviews ECSU’s Compliance Certification.
- Determines if ECSU is in compliance with all Core Requirements, except for Requirement #12, which deals with the Quality Enhancement Plan; with all Comprehensive Standards; and federal regulations.

Assessment is conducted in 2 phases:

1. Each individual SACS committee member completes a preliminary review of ECSU prior to the full Off-Site Committee meeting.
2. The full Committee meets in Atlanta to reach consensus about its findings concerning ECSU and develops a report of its findings.
Materials to be Sent to the Off-Site Review Committee Members and the Commission

Six weeks prior to the Off-Site visit (September 2009), ECSU will send to each member of the Off-Site Review Committee and to the Commission staff member hard copies of the following materials:

- Signed Compliance Certification;
- Summary Information Form;
- Organizational Chart;
- College catalogs; and
- Financial Audit and Management Letter for the most recently completed fiscal year and financial aid audit.

The above materials should also be made available electronically, along with other documentation, to the Off-Site Review Committee and the Commission.
ECSU’s Compliance Certification
(due August 15, 2009)

- ECSU’s institutional document will correspond with the Core Requirements, demonstrate compliance with the Core Requirements, Comprehensive Standards, and federal regulations outlined in the document *Principles of Accreditation*.

- ECSU’s document will be based on the institution’s internal assessment and analysis of its compliance with the standards and requirements outlined in the *Principles of Accreditation*.

- The overall responsibility of ECSU’s Compliance Certification is the responsibility of the ECSU Leadership Team.
SACS Orientation of ECSU’s Leadership Team (second Monday in June 2008)

Should consist of the...

- Chief Executive Officer,
- Chief Academic Officer
- Accreditation Liaison Officer,
- representative faculty members,
- and others who have the knowledge and authority to participate in this institution-wide effort.
Responsibilities of ECSU’s Leadership Team*

*Handbook for Reaffirmation of Accreditation, page 8

- Oversees the development of ECSU’s Compliance Certification;
- Manages the internal review process;
- Oversees the development, writing, review, and submission of the Quality Enhancement Plan (QEP);
- Makes certain that members of ECSU at large are properly informed on the progress of the review;
- Oversees the visitation arrangements for the On-Site visiting team.
ECSU’s Leadership Team is also responsible for forming other Committees. Possible committees could include:

- Steering Committee
- Core Requirements Committee
- Comprehensive Standards Committee
- Institutional Effectiveness Committee
- Educational Programs Committee
- Library and Other Learning Resources Committee
- Student Affairs and Services Committee
- Financial and Physical Resources Committee
- Federal Mandates Committee
What is the Quality Enhancement Plan (QEP)?

The Quality Enhancement Plan is a document that is designed to...

- Reflect the commitment of ECSU to the Commission on Colleges’ expectation that ECSU has ongoing quality of higher education.

- Reflect the proposition that student learning is at the heart of the mission at ECSU.

- Create a carefully designed and focused course of action that addresses a well-defined topic or issue related to enhancing student learning at ECSU.

- Compliment ECSU’s ongoing integrated institution-wide planning and evaluation process.
What is the Quality Enhancement Plan (QEP)? (continued)

The Quality Enhancement Plan should be centered around a particular theme. Examples of some themes from other universities are:

- Texas Tech University, Lubbock, Texas
  *Do the Right Thing: A Campus Conversation on Ethics*

- Texas A&M University
  *Vision 2020*

- Florida State University, Tallahassee, Florida
  *LEAD: Leaders Educated to Make a Difference*

- Roanoke Bible College, Elizabeth City, North Carolina
  *Learning Enhanced by Non-Classroom Service: A Program of Service and Learning in the Field*

- Louisiana State University in Shreveport, Shreveport, Louisiana
  *Enhancing Student Learning Through Improved Advising*

- Western Kentucky University
  *Engaging Students for Success in a Global Society*

- University of Central Florida
  *What if? A Foundation for Information Fluency*

- Mercer University
  *The Engaged University: Learning Together*
What is the Quality Enhancement Plan (QEP)? (continued)

Additional items need to be considered in completing ECSU’s QEP. On the following identified pages of the *Handbook for Reaffirmation of Accreditation*, those items are:

Page 25: Resources needed for the QEP

Pages 25-26: Elements of the QEP

Page 26: Time Needed for developing the QEP

Page 27: The Institution’s evaluation of its QEP

Pages 27-28: The On-Site Review Committee’s Evaluation of the QEP
Key Issues Addressed at the December 2006 Annual Meeting

Core Requirement 2.5:

- The institution engages in ongoing, integrated, and institution-wide research-based planning and evaluation processes that incorporate a systematic review of programs and services that (a) results in continuing improvement and (b) demonstrates that the institution is effectively accomplishing its mission (*Principles of Accreditation*).
Planning and evaluation must be:

- 1. Ongoing (not just once each accreditation period);
- 2. Integrated (academic, support services, facilities, finances);
- 3. Institution-wide;
- 4. Incorporates systematic review of programs; and
- 5. Incorporates systematic review of services;

and that it:
- 1. Results in [demonstrable] continuous improvement; and
- 2. Demonstrates the institution is effectively accomplishing its mission.
# SUMMARY OF COUNTDOWN TO ON-SITE REVIEW

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Q & A

Prepared by:

Planning, Assessment, and Research