



International Assembly for Collegiate Business Education

April 15, 2016

Dr. Chip Mason, Dean  
School of Business  
Belhaven University  
1500 Peachtree Street Box 310  
Jackson, MS 39202

Dear Dr. Mason:

The IACBE Board of Commissioners met on April 3-5, 2016 to consider your request for the reaffirmation of accreditation of the business programs offered by the School of Business at Belhaven University. I am pleased to report that the Board of Commissioners approved your request and granted accreditation to your business programs accompanied by the notes, observations, and commendations identified below.

### **Notes**

Notes represent areas in which the institution is not in full compliance with the IACBE's Accreditation Principles. The School of Business is required to take action on the notes as specified by the IACBE Board of Commissioners, and until the issues identified in the notes have been satisfactorily addressed, the progress made in complying with the commissioners' requirements as stipulated in the notes must be reported each year to the IACBE. Unless otherwise indicated herein, the school has three years to address the issues identified in the notes. The annual reporting form for note compliance can be found on our website at: [www.iacbe.org/reports-note-compliance.asp](http://www.iacbe.org/reports-note-compliance.asp).

### **Principle 1.1: Outcomes Assessment**

Please review your outcomes assessment plan in order to ensure that each intended student learning outcome is assessed by at least one direct and one indirect measure of student learning. In addition, ensure that the performance objective for each learning assessment measure is stated in terms of the intended student learning outcome(s) that the measure is intended to assess.

Specifically, please ensure that the following items are addressed in the revised plan:

1. Remove intended student learning outcome #5 for the Bachelor of Health Administration as the response to the site-visit findings letter indicated that this outcome was removed.
2. Review all student learning assessment measures in order to ensure that they assess the intended student learning outcomes to which they are mapped.
3. Provide revised rubrics that include evaluation criteria directly related to the intended student learning outcomes for the Master of Business Administration and for the Master of Public Administration.
4. Review and revise the intended operational outcomes to ensure that they align with the broad-based operational goals.

Once the issues identified above are addressed, please provide a revised outcomes assessment plan using the current template available on the IACBE website at: [www.iacbe.org/oa-documents.asp](http://www.iacbe.org/oa-documents.asp).

#### **Principle 3.4: Breadth and Depth of Curriculum**

The commissioners noted that 34% of the Bachelor of Sports Administration degree consists of business or business-related courses. While the IACBE expects 20% or more of accredited degree programs to be business and business-related content, for any program listed in Table 3 in which less than 40% of the total credits required for the degree are dedicated to business and business-related courses, the school must provide a rationale explaining why this is the case.

Please provide a rationale explaining why the 34% of total credits that are dedicated to business and business-related courses is appropriate coverage for the Bachelor of Sports Administration.

#### **Principle 4.1: Faculty Qualifications**

Please provide a credentials justification and a portfolio of qualifications for Jerry Harris (Ed.D. in Educational Leadership; out-of-field doctorate).

#### **Principle 4.2: Faculty Load**

The commissioners noted that some of the School of Business faculty have teaching loads in excess of the institution's policy for overload teaching. Excellence in business education requires that faculty members have adequate time to devote to teaching, service, and scholarly activity. Therefore, a faculty member should not be expected to teach an excessive number of credit hours per academic term.

The commissioners are requiring that the School of Business come into compliance with the stated institutional faculty overload policy within three years. As you work toward compliance with the institutional policy, please provide annual updates on your progress toward this goal. Updates should be submitted by November 1 each year for the next three years or until you report that the school is in compliance with the policy.

## **Observations**

Observations are suggestions for improvement by the IACBE Board of Commissioners that it believes would be helpful to the School of Business in achieving excellence in business education. Action on observations is highly recommended, but is not required.

### **Principle 3.2: Common Professional Component**

The Board of Commissioners observed that the School of Business omitted BUS360 from the Common Professional Component (CPC) table, which resulted in the coverage of operations management appearing to be low. The commissioners determined that if BUS360 had been included in the table, the coverage for operations management would have been adequate.

The commissioners encourage the School of Business to conduct regular reviews of its CPC coverage to continue to ensure that students are receiving adequate coverage in the CPC topic areas.

### **Principle 4.2: Faculty Load**

The Board of Commissioners encourages the School of Business to continue its efforts to alleviate excessive overload teaching schedules in order to ensure they do not adversely impact the quality of teaching and student learning.

## **Commendations**

Commendations are findings of the Board of Commissioners in those areas in which the board believes that the School of Business and Belhaven University are demonstrating excellent performance.

- Faculty in the School of Business are passionate, student-centered, and committed to the mission of the university. They are completely supportive of the needs of the School of Business and they teach and serve joyfully even with their tremendous workload and administrative demands.
- Dr. Chip Mason is highly respected among faculty, students, and administrators as an effective Dean and leader of the School of Business. His ability to navigate limited faculty resources and administrative constraints to deliver high-quality business education is admirable.
- The off-campus location (Jackson-LeFleur Bluff) has excellent facilities, classrooms, and office space to support excellence in business education. The support services available to students (admissions, financial aid, technology, bookstore, tutoring, and advising) are commendable.

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Accreditation represents a continuing relationship between an institution and its accrediting organization. Specialized program accreditation by the IACBE is dependent upon your institution remaining (i) in good standing with your institutional accrediting body and (ii) in compliance with the IACBE's Accreditation Principles and policies. Your accreditation is valid for a maximum of seven years, through April 2023.

The following notice pertaining to your accreditation status with the IACBE must be used in your official publications, including your institutional website:

Belhaven University has received specialized accreditation for its business programs through the International Assembly for Collegiate Business Education (IACBE) located at 11374 Strang Line Road in Lenexa, Kansas, USA. The business programs in the following degrees at the listed locations are accredited by the IACBE:

<b>Business Program</b>	<b>Location(s)</b>
<i>Master of Business Administration</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Master of Business Administration in Health Administration</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Master of Business Administration in Human Resources</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Master of Business Administration in Leadership</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Master of Business Administration in Sports Administration</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Master of Health Administration</i>	9
<i>Master of Public Administration</i>	1, 9
<i>Master of Public Administration in Human Resources</i>	1, 9
<i>Master of Science in Leadership</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Master of Science in Leadership with a Concentration in Human Resources</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Master of Sports Administration</i>	9
<i>Bachelor of Business Administration</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Bachelor of Health Administration</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Bachelor of Science in Accounting</i>	1, 9
<i>Bachelor of Science in Business Administration</i>	1
<i>Bachelor of Science in Business Administration with a Concentration in Entrepreneurship</i>	1
<i>Bachelor of Science in Management</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Bachelor of Science in Management with a Concentration in Criminal Justice</i>	2, 3, 4, 5, 6, 7, 8, 9
<i>Bachelor of Science in Sports Administration</i>	1

Location Key:

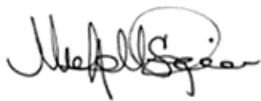
- |                    |                |            |
|--------------------|----------------|------------|
| 1. Jackson Main    | 4. Desoto      | 7. Dalton  |
| 2. Jackson-LeFleur | 5. Houston     | 8. Atlanta |
| 3. Memphis         | 6. Chattanooga | 9. Online  |

Belhaven University will be publicly recognized for achieving accreditation at the 2017 IACBE Annual Conference and Assembly Meeting on April 18-20, 2017 in San Francisco, California, USA. We very much look forward to seeing you there.

We encourage the business faculty at Belhaven University to be actively involved in the IACBE's professional development programs and activities, including participation in the IACBE's Annual Conference and Assembly Meetings, regional conferences, and workshops, and serving as site-visit team peer reviewers.

Should you have any questions or if I can be of assistance to you, please contact me through the IACBE's headquarters office.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Reiss". The signature is fluid and cursive, with a large initial "M" and "R".

Dr. Michelle Reiss, Chair  
Board of Commissioners