



International Assembly for Collegiate Business Education

April 28, 2015

Dr. Karl Lawrence
Dean, School of Business and Technology
Excelsior College
7 Columbia Circle
Albany, NY 12203

Dear Dr. Lawrence:

The IACBE Board of Commissioners met on April 12-14, 2015, to consider your request for the accreditation of the business programs offered by the School of Business and Technology at Excelsior College. 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 and Technology 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 in your annual report to the IACBE. Unless otherwise indicated herein, the institution has three years to address the issues identified in the notes.

Principle 1.1: Outcomes Assessment

After reviewing the revised outcomes assessment plan submitted by the School of Business and Technology, the commissioners' believe that there may be some confusion regarding the format for the plan and the identification of the direct measures of student learning for the concentrations. In order to ensure that the plan identifies a minimum of two direct and two indirect measures of student learning for each program with each intended student learning outcome measured by at least one direct and one indirect measure, please provide a revised outcomes assessment plan using the template that is provided on the IACBE website.

Guidelines for preparing an outcomes assessment plan and the aforementioned template are available on the IACBE website at: www.iacbe.org/oa-documents.asp. Please note that there have been some changes in the format of the template, which include the removal of the mapping tables.

In addition, please provide an explanation of the ways in which you will administer the focus groups in a systematic manner that facilitates the collection of qualitative data for the purpose of determining whether the performance target is met.

In its future annual reports to the IACBE, the School of Business and Technology must submit complete assessment results, including both learning assessment and operational assessment results, based on its revised outcomes assessment plan. Updates on the implementation of the new outcomes assessment plan and the results that have been collected, including from the focus groups, must be submitted with your annual report, which is due by November 1, 2015.

Principle 4.3: Program Coverage

The School of Business and Technology needs to submit an action plan that explains how it will provide appropriate program coverage for each business program offered including all concentrations.

Observations

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

Principle 3.3: General Knowledge and Skills

The college does not currently offer remedial courses, but does offer other resources such as SmartThinking to assist in student success. The Board of Commissioners suggests that the college continue to monitor student success and the extent of achievement of intended student learning outcomes in relation to the areas of mathematics, reading, and basic English to ensure that the resources currently provided are sufficient to meet student needs.

Principle 4.5: Faculty Development

The Board of Commissioners observed that the majority of opportunities for faculty development are internal. The commissioners recommend that additional external professional development opportunities be encouraged and that appropriate resources be provided for faculty to take advantage of the opportunities.

Commendations

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

- The School of Business and Technology and the college as a whole are to be commended for their Online Writing Lab, which is a model resource for students.

- The School of Business and Technology and the college as a whole are to be commended for being highly supportive of military and veteran relationships.
 - The School of Business and Technology is to be commended for the establishment of the school's Journal of Business and Technology as an effort to increase the scholarly engagement of part-time and full-time faculty members.
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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 as set forth in the *IACBE Bylaws, Accreditation Process Manual, and Self-Study Manual*. Your accreditation is valid for a maximum of seven years, through April 2022.

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

Excelsior College 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 are accredited by the IACBE:

- *Master of Business Administration with concentrations in:*
 - *Business Administration*
 - *Cybersecurity Management*
 - *Health Care Management*
 - *Human Performance Technology*
 - *Human Resource Management*
 - *Information Security*
 - *Leadership*
 - *Social Media Management*
 - *Technology Management*
 - *Bachelor of Science in Accounting (NYS CPA Track)*
 - *Bachelor of Science in Business with concentrations in:*
 - *Finance*
 - *General Accounting*
 - *General Business*
 - *Global Business*
 - *Management of Human Resources*
 - *Management of Information Systems*
 - *Marketing*
 - *Operations Management*
 - *Risk Management and Insurance*
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Excelsior College will be publicly recognized for achieving accreditation at the 2015 IACBE Annual Conference and Assembly Meeting on April 5-8, 2016 in Memphis, Tennessee, USA. We very much look forward to seeing you there.

We encourage the business faculty at Excelsior College 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 cursive script that reads "Kerry Calnan".

Ms. Kerry Calnan, Chair
Board of Commissioners

cc: James Slavin, Faculty Program Director, Business