

**BOARD OF COMMISSIONERS MEETING**

**Agenda**

**Virtual Meeting**

**December 14, 2019**

| **#** | **Item** | **Expirations/Due Dates** |
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| **A** | **PRELIMINARY BUSINESS** |
| 1 | The December 14, 2019 meeting was called to order at 10:00 am (CST) and adjourned at 1:09 pm (CST) |  |
| 2 | Recording of Attendance:*Commissioners:** + Hafford, Patrick (Chair) 🗹 Present ❒ Absent
	+ Kovacs, Kati ❒Present 🗹 Absent
	+ Marker, David 🗹Present ❒ Absent
	+ Mosley-Matchett, JD 🗹 Present ❒ Absent
	+ Reiss, Michelle 🗹 Present ❒ Absent
	+ Sautner, Rhoda 🗹 Present ❒ Absent
	+ Schroeder, Scott 🗹 Present ❒ Absent
	+ Yates, Laurie 🗹 Present ❒ Absent
	+ Barr, Laurie 🗹Present ❒ Absent

*Staff:** Collins, Ted 🗹 Present ❒ Absent
* Livengood, Cecilia 🗹 Present ❒ Absent
* Okrepkie, Phyllis 🗹 Present ❒ Absent
 |  |
| 3 | **Review and Revisions of Agenda**No additions/revisions received | Send additions/revisions by email |
| 4 | **Review and Approval of Minutes of Previous Board Meetings**:* July 2019

No additions/revisions receivedMoved and seconded to approve the July 2019 minutes.Motion passed. | Send additions/revisions by email. |
| **B** | **4. FIRST-TIME ACCREDITATION REVIEWS**  |
|  | The relevant accreditation principles were read prior to discussion of the compliance with the principles to ensure that the review related appropriately to compliance with the principles. |
|  | Unless otherwise specified, responses to notes are due by February 28, 2020. |
| 5 | **South College**Moved and seconded to accredit with one note on 2.1 and one observation on 2.1 (include comments from Scott’s review).Motion passed. | Accr. expires 12-31-26IQAR due 11-1-23 |
| 6 | **State University of New York (SUNY) College of Technology at Alfred**Moved and seconded to accredit with one note on Prin 2.1.Motion passed. | Accr. expires 12-31-26IQAR due 11-1-23 |
| **C** | 1. **REAFFIRMATION OF ACCREDITATION REVIEWS**
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|  | Gavel was passed to Vice-Chair, Scott Schroeder, as the Chair Pat Hafford, was the second reader on Albertus Magnus and first reader on Elms College-Business Accreditation. |  |
| 7 | **Albertus Magnus College**Moved and seconded to accredit with no notes and one observation on Prin 3.1.Motion passed. | Accr. expires 12-31-26IQAR due 11-1-23 |
| 8 | **American Business School of Paris**Moved and seconded to accredit with one note on Prin 5.1 and no observations.Motion passed. | Accr. expires 12-31-26IQAR due 11-1-23 |
| 9 | **Elms College**Moved and seconded to accredit with no notes and no observations.Motion passed. | Accr. expires 12-31-26IQAR due 11-1-23 |
|  | Gavel was passed back to Chair Pat Hafford. |  |
| 10 | **Institute of Management Technology**Moved and seconded to accredit with one note on Prin 1.1 and no observations.Motion passed. | Accr. expires 12-31-26IQAR due 11-1-23 |

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| **D** | 1. **ACCOUNTING ACCREDITATION REVIEWS**
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|  | Gavel was passed to Vice-Chair, Scott Schroeder, as the Chair Pat Hafford, was the second reader on Elms College-Accounting Accreditation. |  |
| 11 | **Elms College** Moved and seconded to accredit with no notes and no observations.Motion passed. | Concurrent with business accreditation – Accr. expires 12-31-26IQAR due 11-1-23 |
|  | Gavel was passed back to Chair Pat Hafford. |  |
| **E** | **NEW LOCATIONS** |
|   | None |
| **F** | **CANDIDACY REVIEWS** |
| 12 | **Molloy College**Adequately prepared – Moved and seconded to grant candidacy.Motion passed. | Candidacy expires 12-31-2024 |
|  | **Southwest Minnesota State University**Moved and seconded to defer action on candidacy (requested that staff work with the school to revise the OAP.Motion passed.  | n/a |
| 13 | **Stevenson University** Adequately prepared (include comments in the BOC review form)Moved and seconded to grant candidacy.Motion passed. | Candidacy expires 12-31-2024 |
| 14 | **State University of New York Maritime College**Adequately prepared (include comments in the BOC review form)Moved and seconded to grant candidacy.Motion passed. | Candidacy expires 12-31-2024 |
| **G** | **NEW PROGRAM REVIEWS** |
|  | Gavel was passed to Vice-Chair, Scott Schroeder, as the Chair Pat Hafford, was the reader on Framingham College - MBA. |  |
| 15 | **Framingham College - MBA**Moved and seconded to accredit MBA with no notes and no observations.Motion passed. | Accreditation of new program expires with the current accreditation |
|  | Gavel was passed back to Chair Pat Hafford. |  |

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| **H** | 1. **PREVIOUSLY DEFERRED ACTIONS**
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| 16 | **Swiss School of Management**Moved and seconded to take no further action and allow the accreditation to expire on Dec 31, 2019 – unanimousThis action was subsequently reviewed and a motion was made via email to extend the accreditation to March 31, 2020 and to continue the deferral based on a lack of compliance with Principle 1.1. The BOC will review at the March 2020 meeting.The email vote was completed on January 7, 2020 and passed with a unanimous vote - Motion passed. | Due Date for Response:February 15, 2020Accreditation Expires:March 30, 2020 |
| 17 | Greenville CollegeMoved and seconded to defer accreditation based on lack of compliance with principles 1.1 and 7.6. Require a virtual mentor visit. Submit revised OAP by Feb 28, 2020 to be considered by the BOC at the March 30-31. Post Student Achievement Results on the website. Motion passed. | Due date for Response:February 28, 2020 |
| **I** | **OTHER ACCREDITATION ACTIONS** |
| 18 | None |  |
| **J** | **EXTENSION REQUESTS** |
|  | *Extension of Accreditation - None* |  |
|  | *Extension of Deadline for BOC Notes-None* |  |
| **K** | **OTHER BUSINESS** |
| 19 | **Decision Review**The commissioners reviewed their accreditation decisions using a grid showing the distribution of notes and observations both vertically (across principles) and horizontally (across institutions) to help ensure consistency of their decisions. (attached)After review, the commissioners found their decisions to be fair, balanced, and consistent.It was moved and seconded to accept their decisions as originally determined. Motion passed following discussion. |  |
| 20 | **Post-Review Evaluation of BOC Policies and Procedures**Tabled to March 2020 meeting. |  |
| 21 | **New board member plans (current opening and upcoming in 2020)**Nominating Committee presented the following for membership on BOC – vote to be conducted at 2020 annual conference:Dr. VJ Byra ReddyMs. Sharon Beaudry, JDDr. Craig CrowDr. Nipoli Kamdar |  |
| 22 | **Public Disclosure Compliance Reports:****Annual Reporting Compliance**Moved and seconded to give schools out of compliance (annual reporting) until January 31, 2020 to comply. Those schools that do not meet this deadline will be placed on probationary status by the staff at the direction of the BOC. Motion passed.**IQAR Compliance**Moved and seconded to give schools out of compliance with IQAR until January 31, 2020 to comply. Those schools that do not meet this deadline will be placed on probationary status by the staff at the direction of the BOC. Motion passed. |  |
| 23 | **Note Compliance Report** Staff reported that they have reviewed note compliance and found that only one school, Palm Beach Atlantic has outstanding notes. The BOC will review the note compliance at their March 2020 meeting. |  |
| 24 | March 2019 Board of Commissioners Meetings (March 30-31, 2019 in Dallas). CHEA representative to observe. |  |
| 25 | 2020 ACAM (Dallas Galleria) March 31-April 2 “Experiential Learning: From Lecture to Real World” |  |
| 26 | Other business1. **Site team “grading” rubric for BOC form**Staff to create form and make available for use at March 2020 meeting
2. **Should schools submit syllabi for business courses**Tabled to March 2020 meeting.
3. **Revisions to BOC Policy and Procedure manual**Tabled to March 2020 meeting.
4. **Definition of “program”**Discussed definition of “program” determined that programs would be determined by how the institution prepares its OAP. If the school has a common core and one set of learning outcomes for each degree, then the degree is the program. If the majors etc are listed separately in the OAP (may still have a common core), then each degree with Major, etc will be considered separate programs.
5. **BOC member in meeting during discussion of his/her school**Moved and seconded to ask BOC members to leave the meeting room prior to discussion of issues related to their school.Motion passed.
6. **February prep meeting**Discussed value of holding a pre-meeting before each regular meeting to ensure appropriate review of items on the agenda and to ensure the agenda covers all needed items. No accreditation action will be taken and not BOC decisions requiring a vote will be made.
7. **Other – Katie Kovacs is serving on the ACBSP board and the IACBE board at the same time**The BOC discussed this and found it to be a conflict of interest. The BOC Chair will speak with Katie to ask for her resignation from the IACBE BOC.
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| 27 | Adjournment – 1:09 pm CST |  |

**REVIEW OF COMMISSIONERS’ ACCREDITATION DECISIONS – BUSINESS ACCREDITATION**

**December 14, 2019-Virtual**

| **Accreditation Principle** | **South** | **SUNY-Alfred** | **Albertus** | **ABS** | **Elms** | **Elms A** | **IMT** | **SSM** | **Green** | **Fram** |  |  | **Totals****(N/O)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Background Information |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1Outcomes Assessment |  | N |  |  |  |  | N |  | N |  |  |  | 3N |
| 1.2Summary Evaluation of OA |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1/3.1Strategic Planning | N/O |  | O |  |  |  |  |  |  |  |  |  | 1N/2O |
| 2.2Summary Evaluation of Strategic Planning |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.1Program Design |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.2Common Professional Component |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.3General Knowledge and Skills |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.4Breadth and Depth of Curriculum |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.5Curriculum Review and Improvement |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.6Master’s Degree Curriculum |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.7Doctoral Curriculum |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.8Summary Evaluation of Curriculum |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1/5.1Faculty Qualifications |  |  |  | N |  |  |  |  |  |  |  |  | 1N |
| 4.2Faculty Load |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.3Program Coverage |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.4Faculty Evaluation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.5Faculty Development |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.6Faculty Policies |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.7Summary Evaluation of Faculty |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.1Scholarly and Professional Activities |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.2Summary Evaluation of Sch. & Prof. Activities |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.1Financial Resources |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.2Facilities |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.3Learning Resources |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.4Educational Technology and Support |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.5Off-Campus Locations |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.6Summary Evaluation of Resources |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.1Internal Relationships |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.2Admissions Processes |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.3Business and Industry Linkages |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.4External Cooperative Relationships |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.5External Oversight |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7.6External Accountability |  |  |  |  |  |  |  |  | N |  |  |  | 1N |
| 7.7Summary Evaluation of Int. & Ext. Rel. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8.1International Business Education |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8.2Summary Evaluation of Intl. Bus. Education |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9.1Educational Innovation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9.2Summary Evaluation of Ed. Innovation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Totals (Notes/Observations/Commendations)** | 1N/1O | 1N | 1O | 1N | - | - | 1N |  | 2N |  |  |  | 6N/2O |
| **Accreditation Decision** | A | A | A |  A | A | A | A | No action | Deferred w/mentor visit | Granted |  |  |  |