



SACS Town Hall Meeting Fall 2012

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SACS Process & Timeline

- Weekly SACS meetings – Thursday 2:00 pm – OPEN
- **November 30** – First draft of monitoring report to SACS Leadership Team
- **January 10, 2013** – Draft of monitoring report to editors
- **February 1, 2013** – Final Draft of monitoring report to be made public via accreditation website / sent to printers
- **February 18, 2013** – Monitoring report to SACS
- **April 8 – 10, 2013** – SACS On-Site Visit
- **June, 2013** – Review by Commission on Colleges



SACS Process & Timeline

- **Fall 2012** – Town Hall presentation will be posted on the Edison accreditation website.
<http://www.edison.edu/accreditation/>
- **February 1, 2013** – Draft of the monitoring report will be posted to the Edison accreditation website
- **February 18, 2013** – Monitoring report sent to SACS
- **April 8 – 10, 2013** – SACS On-site visit



Principle of Accreditation 1: Integrity

- *The institution must provide evidence of successful and consistent implementation of the operational procedures and organizational structures that confirm success of the Course Substitutions Procedure.*
- *The institution's staffing of senior-level positions must include evidence that the administrative and academic officers have the experience and competence to lead the institution.*



Principle of Accreditation 1: Integrity (Continued)

- *The institution must document that it:*
 - *Has not withheld information*
 - *Has provided accurate information to the public*
 - *Has provided accurate and timely information to the Commission*
 - *Has conducted a candid self-assessment of compliance with the Principles of Accreditation*
 - *Has implemented other practices to ensure the institution's full and continuing commitment to compliance with the Principle of Integrity*



Principle of Accreditation 1: Integrity

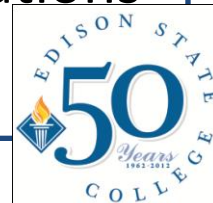
Action Items

- November 9, 2012 Ethics Training
- Course substitution committee reports March-December 2012
- Graduation audits
- [Link](#) to Course Substitution COP on the college website
- Course substitution procedure announcement to students, faculty, and staff
- Changes to academic structure
- Training for Department Chairs and Advisors on Degree audits and Academic Credit Forms



Principle of Accreditation 1: Integrity Action Items (Continued)

- Report accurately to the public its status and relationship with the Commission
 - Accreditation website update to include probation letter, compliance team and compliance team meeting minutes.
 - Probation inquiries and responses.
- Organizational chart with names of those appointed to academic and administrative posts
 - Names, positions, position descriptions, and qualifications



Core Requirement 2.8: Faculty

- *The institution must provide evidence that the number of full-time faculty members is adequate to support the mission of the institution and to ensure the quality and integrity of each of its academic programs and to ensure successful implementation of the QEP.*



Core Requirement 2.8: Faculty Action Items

- Analyses of previous 2.8 submissions
- Hired 19 new Faculty Lines
- Survey of all state colleges regarding 2.8 (tentative)
- Discipline Chair Reports
 - Survey to identify themes under three constructs: consistent learning outcomes and assessments, communication and coordination, and professional development
 - Qualitative narrative based on the synthesis of the chair/program coordinator responses to the survey.

Core Requirement 2.8: Faculty Action Items (Continued)

- **Documentation**
 - Survey of Discipline Chairs/Coordinators
 - Narratives by discipline
 - Mentor lists and follow-up
 - Chairs reviewing syllabi
 - Academic meeting schedule
 - Adjunct handbooks
 - Adjunct certification data



Comprehensive Standard 3.2.8: Qualified Administrative/Academic Officers

- *The institution referred to senior-level positions that are either filled by interim personnel or vacant and indicated that these positions are essential to assuring future compliance with Principle of Integrity 1.1.*
- *Edison State College must provide evidence that it has qualified administrative and academic officers with experience and competence to lead the institution.*



Comprehensive Standard 3.2.8: Qualified Administrative/Academic Officers Action Items

- Provide an update on filled and/or restructured administrative positions.
- Verify and clearly communicate direct and in-direct reporting structures with a new organizational chart showing the new framework of the college; publish new organizational chart on web page and communicate with college community.
- Provide narrative regarding the “one college” vision of the President and detail the steps being taken to support and clearly communicate this vision to the college and community partners.
- Provide updated job descriptions and CVs for appropriate administrators.



Comprehensive Standard 3.3.1.1: Institutional Effectiveness: Educational Programs

- *The institution should demonstrate that it identifies expected outcomes, including student learning outcomes; assesses the extent to which it achieves those outcomes; and makes improvements based on analysis of results for its educational programs.*
- *If sampling is used, provide a representative sample that reflects the full array of educational programs offered, including those programs offered at off-campus locations and via distance education, and describe the method of selection.*



Comprehensive Standard 3.3.1.1: Institutional Effectiveness: Educational Programs

Action Items

Draft narrative addressing the 2 major components has been started

- Fully developed / defined institutional effectiveness process
 - Both a narrative and visual representation
- Each academic program participates in the IE process
 - All programs are completing IE Reports (2011 – 2012) w/ a deadline of 10/19/12
 - All programs will complete IE Plans (12 – 13) by 11/16/12



Comprehensive Standard 3.3.1.5: Institutional Effectiveness: Community Public Service

- The institution should demonstrate that it identifies expected outcomes, assesses the extent to which it achieves these outcomes, and makes improvements based on analysis of the result in the community/public service areas.*



Comprehensive Standard 3.3.1.5: Institutional Effectiveness: Community Public Service Action Items

- Working with both Continuing Education & the TLC to ensure Institutional Effectiveness Reports (2011 – 2012) & Plans (2012 – 2013) are completed and available.
- Need to ensure that all areas of the institution are complying with the COP “General Regulation for Community / Public Service Events.”



Comprehensive Standard 3.4.5: Academic Policies

- *Edison State College must provide evidence that it implements and enforces the policies and procedures in the most recent version of the College Operating Procedures on Course Substitutions.*
- *It must also provide evidence of its dissemination to students, faculty, and other interested parties through publications that accurately represent the programs and services of the institution.*



Comprehensive Standard 3.4.5: Academic Policies Action Items

- Provide evidence that we have implemented and enforced the policies and procedures in the most recent version of the College Operating Procedures on Course Substitutions.
- Provide announcement for implementation of COP
- Provide link to new COP
- Update catalog to ensure it meets new COP
- Provide Course Substitution reports demonstrating compliance with new policy from March 2012 to December 2012
- Conduct audits of current students and graduates



Comprehensive Standard 3.5.3: Undergraduate Program Requirements

- *Edison State College must provide evidence that it implements and enforces the policies and procedures in the most recent version of the College Operation Procedure on Course Substitutions.*
- *It must also provide evidence of its dissemination to students, faculty, and other interested parties through publications that accurately represent the programs and services of the institution.*



Comprehensive Standard 3.5.3: Undergraduate Program Requirements Action Items

- Correspondence to faculty/staff/students regarding updated forms: Substitution, Waiver, Course Reevaluation.
- Schedule training for advisors/department chairs/coordinators/deans regarding when to use which form.
- Ensure all forms are on the registrar's page on the website.
- Put a schedule of the Credit Review Committee on the website.
- Send a status update to all deans regarding the actions taken at each meeting.
- Review a random sample of August 2012, December 2012, and May 2012 graduates for program compliance.

