



*The Association for*  
**Biblical Higher Education**  
*Commission on Accreditation*

# **What's New**

## **Update for Evaluation Teams**

### **February 2018**

# Writing Recommendations

**An overall reference to the Standard or Essential Element is not enough. Be specific to what needs to be addressed**

**Avoid embedding a prescription/suggestion into a Team Recommendation. Make a recommendation and a suggestion.**

# Writing Recommendations

- **Preferred:** The Team recommends that the Institution make indicators of student achievement available to the public (Standard 2a, EE 7).
- **Prescriptive/Suggestion:** The Team recommends that the Institution make indicators of student achievement (including enrollment data) on its website (Standard 2a, EE 7)

# Writing Recommendations

- **Preferred:** The Team recommends that the Institution enhance its financial reserves to respond to unforeseen crises (Standard 6b, EE 7)
- **Prescriptive/Suggestion:** The Team recommends that the Institution hire a development director to help enhance its financial reserves (Standard 6b, EE 7)
- **Prescriptive/Suggestion:** The Team recommends that the Institution develop a six-month financial reserve to respond to unforeseen crises (Standard 6b, EE 7)

# Policy/Standard Changes

- **Changes in Policies** – effective immediately
- **Changes in Standards** – institution has 2 years to implement

# Student Achievement Outcomes

- \* Std. 2, EE 5: **Validation**, as a result of using the outcomes assessment plan, that students are **achieving** the stated outcomes relative to institutional goals, program-specific objectives and course objectives.
- \* Std. 2, EE 7: The ongoing provision of reliable information to the public regarding student achievement, including graduation and employment rates.

# Student Achievement Outcomes

**ETV needs to evaluate institution's student achievement in 3 areas of interest to the general public:**

- ❖ **Graduation Rate**
- ❖ **Retention Rate**
- ❖ **Title IV Default/Repayment Rate**  
(if applicable)

# Student Achievement Outcomes

- \* ABHE will provide recent data
- \* No specific threshold, but
  - Graduation & Retention rates  
below 40% – weak, 25% – serious
  - Repayment rate  
below 40% – weak, 20% – serious
  - Default rate  
above 10% – weak, 20% – serious

# Standard 11 Change

- **Essential Element 10 (Bible-Theology):**
  - 30 hours for bachelor's
  - 24 hours for 3-year Canadian bachelor's (*Policy on Canadian Institution Degree Programs*)
  - 18 hours for degree completion OR transfer with less than 60 hours to complete bachelor's
  - 12 hours for an associate degree or one- or two-year certificate
  - alternative Bible-theology requirement (substantive change if 50% or more)

# Standard 11 Change

- **Essential Element 11 (General Studies)**
  - **30 credit hours for bachelor's (previously 36)**
  - **15 credit hours for associate**
    - General Studies requirement applies to Degree Programs only
  - **At least 1 course in each of the following:**
    - Communication**
    - Humanities/Fine Arts**
    - Natural Science/Mathematics**
    - Social/Behavioral Sciences**

# Standard 4

The institution is legally constituted as a nonprofit organization **or is a nonprofit subsidiary of a parent organization**, authorized by its state or province to operate as an educational institution and grant all degrees and/or offer credentials. The institution has **its own** governing board with legal and fiduciary responsibility to exercise appropriate oversight over institutional integrity, policies, resource development, and ongoing operations.

# Standard 4

Enabling documents that establish the institution as a legal entity in its state or province; protect its mission/ purpose, tenets of faith, and control; and provide a basis for governance and administration. **Where an Institution is a subsidiary of a parent organization, it must have its own enabling documents (EE 1)**

# Standard 4

A governing board **that has the necessary authority** and exercises legal power for the operation of the institution. **Where an institution is a subsidiary of a parent organization, the institution must have its own governing board, including representatives from a broader pool than the sponsoring organization alone, and autonomy over institutional decisions. (EE 3)**

## **Standard 4**

**A process for effective recruitment, orientation, and development of board members to ensure stability and new membership. (EE 10)**

# Standard 4

- \* **Remove EE 9:** A governing board that is sufficiently autonomous to protect the integrity of the institution.
- \* **Relocate EE 13 (move to Standard 5):** A chief executive officer appointed by, reporting to, and evaluated on a regular basis by the board, to provide administrative leadership for the Institution.
- \* **Remove EE 15:** An effective board succession plan that ensures stability and new membership.

# Standard 5

**The Institution has a **team** of administrators that brings together its various resources and allocates them to accomplish institutional goals.**

# Standard 5

- \* **CEO** who has the capacity, is sufficiently engaged with the institution, and has the professional qualifications to lead the institution toward the accomplishment of its mission (EE 1)
- \* **A chief executive officer appointed by, reporting to, and evaluated on a regular basis by the board (EE 2)**
- \* **Ongoing** assessment and enhancement of the performance of administrators (EE 5)
- \* **Established written policies and procedures to promote effective operations (EE 6)**
- \* **Effective communication and collaboration with appropriate stakeholders (EE 8)**

# Review of Additional Locations

- \* **Additional Location** = more than 50% of a program can be secured at the location
- \* “ABHE will conduct site visits to a representative sample of at least 25% of an institution's additional locations during an accreditation cycle” (COA Manual, p. 154).
- \* Only visits completed during the 36 months preceding a COA review for candidacy, initial accreditation, or reaffirmation of accreditation can be considered in the representative sample (COA Manual, p. 154)

# Review of Additional Locations

- \* COA Director will identify representative sample of at least 25% of an institution's additional locations based on number of locations and nature of programs offered, and specify locations to be visited (COA Manual, p. 154)
- \* If evaluation by a Team Member and prior to submission of evaluation team report, it can be folded into the overall report
- \* If not meeting these elements, a separate report will be prepared for COA review

# Regulatory Requirements Evaluation

## 14 Items which need specific notation

- **Step 1: Institutional Self-Evaluation** (*rationale/documentation*)
- **Step 2: Team Evaluation** (*rationale*)
- **Step 3: COA Reader Evaluation** (*rationale*)
- **Step 4: COA Minutes Attachment** (*record*)

# Regulatory Requirements Evaluation

*Needs to be an **opinion** of satisfaction,  
not just observation of documentation*

*Plainly state why you believe the  
Institution satisfies the  
requirement?*

# Regulatory Requirements Evaluation

If you cannot answer  
“**yes**” to an RRE, it  
needs to be a  
**recommendation.**

