

Call for Comments – August 2018 **PROPOSED CHANGES**

Key to Changes: **Delete**, **Add**

Institutional Accreditation Conditions of Eligibility

~~The Committee on Applicant and Candidate Status of the Association's Commission on Accreditation (COA) will grant applicant status to those institutions that (1) document compliance with the Association's Conditions of Eligibility and (2) appear, in the committee's judgment, to be able to achieve candidate status within a maximum of five years.~~

~~To be considered for applicant status by the committee, an institution must provide the COA with (1) an official statement from its chief executive officer reflecting a decision of its board of control to pursue accreditation, (2) a completed application form providing both essential data and a trend analysis of that data, (3) an official statement from the chief executive officer reflecting a board of control decision to affirm support of the ABHE Tenets of Faith, and (4) a document demonstrating specific compliance with the following Conditions of Eligibility.~~

To be considered for institutional accreditation, an institution must fulfill the requirements stated in the Policy and Procedures for Institutional Accreditation and satisfy the Conditions of Eligibility below.

- 1. Tenets of Faith.** The institution's board of control affirms agreement with and commitment to the ABHE Tenets of Faith, as evidenced by a copy of the Tenets of Faith signed annually by the chief executive officer of the institution.
- 2. Nonprofit Status.** Evidence that the institution is a nonprofit organization or the nonprofit subsidiary of a parent organization.
- 3. Authorization.** An institution must document authorization from the appropriate governmental agency (if required) to operate as an educational institution and to grant all degrees, certificates, and diplomas that it awards.

- 2 4. **Institutional mission.** An institution must have a clear statement of mission as well as formally adopted and widely publicized institutional **goals and/or program outcomes** that are in accord with the Association's definition of biblical higher education.
- 3 5. **Governance.** An institution must have an external governing board of at least five members that has the authority to oversee the accomplishment of the mission, goals, and objectives of the institution.
- 4 6. **Chief executive officer.** An institution must employ a chief executive officer whose major responsibility is to the institution and who possesses appropriate authority.
- 5 7. **Catalog.** An institution must have available to students and the public a current and accurate catalog setting forth the institution's governance, mission, institutional goals, specific objectives, academic program requirements and courses, learning and educational resources, admissions policies and standards, rules and regulations for conduct, full- and part-time faculty rosters with faculty degrees, fees and other charges, refund policies, a policy defining satisfactory academic progress, and other items related to attending, transferring to, or withdrawing from the institution. Claims regarding educational effectiveness must be supported by appropriate data.
- 6 8. **Assessment and public accountability.** An institution must make information available to the public concerning student achievement and institutional performance outcomes, including graduation rates and rate of recent graduate employment in program related occupations.
- 7 9. **Learning resources.** An institution must ensure access to **library and learning** resources necessary to support courses, programs, and degrees offered.
- 8 10. **Faculty qualifications.** An institution must have qualified academic leadership and at least one qualified faculty member for each major or program offered. The oversight of the program may be by the same individual as the faculty member.
- 9 11. **Academic programs.** An institution must offer one or more educational programs that are at least two academic years in length and are consistent with the mission of the institution and appropriate to higher education.

- ~~40~~ 12. **Biblical/theological studies.** An institution must meet, in all its programs, the minimum requirement for biblical/theological studies as specified in the Standards for Accreditation.
- ~~41~~ 13. **General studies.** An institution must meet, in all its programs, the minimum requirement for general studies as specified in the Standards for Accreditation.
- ~~42~~ 14. **Ministry formation program.** An institution must require that undergraduate students participate in a program of ministry formation.
- ~~43~~ 15. **Student body.** ~~An institution must have students enrolled in and pursuing its educational programs.~~ An institution must have sustained student enrollment in its education programs, as evidenced by a full-time equivalency (FTE) of 10 students per term or a headcount of 30 students per term in at least two semesters or quarters of the past two years.
- ~~44~~ 16. **Program completion.** An institution must have graduated at least one ~~class~~ student in its principal program by the time of the committee's decision regarding applicant status.
- ~~45~~ 17. **Admissions policy.** An institution must have an admissions policy that is compatible with its stated institutional mission and programs offered.
- ~~46~~ 18. **Institutional stability and capacity.** An institution must demonstrate a pattern of stability in enrollment, governing board, administration, faculty, and finances. ~~and~~ For new applicants, the institution must demonstrate the capacity for development into an accredited institution within ten years.
- ~~47~~ 19. **Financial base.** An institution must have a financial base indicating that the institution can achieve its mission and goals within a balanced budget and at a safe level of debt.
- ~~48~~ 20. **Income allocation.** An institution must devote a substantial and sufficient portion of its generated income to the support of its educational purposes and programs.
- ~~49~~ 21. **Annual audit.** An institution must have financial records that receive an annual, independent, opinioned audit.

- ~~20~~ 22. **Agency disclosure.** An institution must agree to disclose to the association any and all such information as it may require to carry out its evaluation and accreditation functions.

- ~~21~~ 23. **Compliance.** An institution must commit itself to comply with the Association's Standards for Accreditation, either current or as hereafter modified, during the period of its affiliation.

- ~~22~~ 24. **Public disclosure.** An institution must attest in writing that it understands and agrees that the Association may, at its discretion, make known to any agency or member of the public the nature of any action, positive or negative, regarding the institution's status with the Association.

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Programmatic Accreditation

Conditions of Eligibility

To be considered for programmatic accreditation, an institution must fulfill the requirements stated in the Policy and Procedures for Programmatic Accreditation and satisfy the Conditions of Eligibility below.

1. **Tenets of Faith.** The institution's board of control affirms agreement with and commitment to the ABHE Tenets of Faith, as evidenced by a copy of the Tenets of Faith signed annually by the chief executive officer of the institution.
2. **Nonprofit Status.** Evidence that the institution is a nonprofit organization or the nonprofit subsidiary of a parent organization.
3. **Biblical/Theological Studies.** The programs to be accredited will be in biblical/theological and ministry formation-related areas.
4. **Institutional Accreditation.** In the U.S., an institution will be required to have institutional accreditation with a CHEA- and/or USDE-recognized agency in order to apply for programmatic accreditation. In Canada, the institution must present evidence of appropriate governmental approval, prior institutional accreditation with ABHE, or a formal affiliation with a recognized Canadian University.
5. **Institutional mission.** The **objectives** **outcomes** for programs to be accredited by ABHE are within the scope of the institutional mission or purpose.
6. **Catalog.** An institution must have available to students and the public a current and accurate catalog setting forth the institution's governance, mission, institutional goals, specific objectives, academic program requirements and courses, learning and educational resources, admissions policies and standards, rules and regulations for conduct, full- and part-time faculty rosters with faculty degrees, fees and other charges, refund policies, a policy defining satisfactory academic progress, and other items related to attending, transferring to, or withdrawing from the institution. Claims regarding education effectiveness must be supported by appropriate data. The type of accreditation held with ABHE, detailing the programs accredited, must be included anywhere ABHE accreditation is cited.
7. **Assessment and public accountability.** An institution must make information available to the public concerning student achievement and institutional performance

outcomes, including graduation rates and rate of recent graduate employment in program related occupations.

- 6 8. **Learning resources.** An institution must ensure access to **library and learning** resources necessary to support courses, programs, and degrees accredited by ABHE.
- 7 9. **Biblical/theological studies.** Programs to be accredited will satisfy the minimum requirement for biblical/theological studies as specified in the Standards for Accreditation.
- 8 10. **Ministry formation program.** An institution must require that undergraduate students in programs to be accredited participate in a program of ministry formation.
- 9 11. **Agency disclosure.** An institution must agree to disclose to the Commission on Accreditation (COA) any and all such information as it may require to carry out its evaluation and accreditation functions.
- 10 12. **Compliance.** An institution must commit itself to comply with the Standards for Accreditation of its institutional accrediting association as well as ABHE's Programmatic Accreditation Standards, either current or as hereafter modified during the period of its affiliation.
- 11 13. **Public disclosure.** An institution must attest in writing that it understands and agrees that the COA may, at its discretion, make known to any agency or member of the public the nature of any action, positive or negative, regarding its program's status with the COA.

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