



POLICIES REGARDING POLICY MAINTENANCE

Policy Change Adopted on Second Reading

The Higher Learning Commission (HLC) Board of Trustees (“the Board”) adopted this policy on second reading at its meeting on [date].

Background

The adopted policy change consolidates the following HLC policies:

- Application of Standards and Policies (PPAR.A.10.000)
- Board of Trustees Commitment to Regular Review of Its Policies and Procedures (PPAR.A.10.020)
- Program for Review of Institutional Accreditation Policies (PPAR.A.10.030)
- Revision of Accreditation Policy (PPAR.A.10.040)
- Revision of the Eligibility Requirements, Criteria for Accreditation, Assumed Practices and Obligations of Affiliation (PPAR.A.10.050)

Additional revisions reduce duplication, clarify HLC expectations and make updates consistent with adopted changes in other policies.

HLC circulated these policy changes to the membership and other interested parties after the Board’s June 2020 meeting. No comments were received.

Implementation

This policy is effective immediately.

Adopted Policy

Wording that was deleted or revised is shown as strikethrough (~~old wording~~); new language, whether through addition or revision, is shown in bold (**new wording**). Wording that was moved is shown with a double underline in its new location (moved to) and a double strikethrough in its previous location (~~~~moved from~~~~).

These revisions have been made on HLC’s website at hlcommission.org/policies.

Policy Title: Application of Standards and Policies and Regular Review of HLC Requirements and Institutional Accreditation Policies

Number: PPAR.A.10.000

The Commission will apply ~~its Eligibility Requirements, Criteria for Accreditation, Assumed Practices and Federal Compliance Requirements~~ consistently following policies outlined in this document **all institutional accreditation policies in a fair and consistent manner, ensuring due process, as aligned with this policy.**

Where necessary the Commission will take follow-up action to ensure that an institution that does not meet ~~these~~ HLC requirements either has its accreditation **or candidacy** withdrawn or denied following policies related to those processes, or, **if applicable**, comes into compliance within no more than ~~two~~ **three** years, inclusive of any **good cause extensions** where provided for in policy. All institutions are responsible for **regularly reviewing all HLC policies in their entirety, including any noted related policies, and related procedures and guidelines as may be published by the Commission.**

The Board of Trustees recognizes that higher education is rapidly changing and that ~~the Commission policy~~ policies contained herein needs to reflect those changes. Therefore, the Board of Trustees commits to regularly reviewing its policies and procedures, particularly but not exclusively related to institutional dynamics and change, regularly to evaluate their responsiveness to the higher education environment, their effectiveness in providing quality assurance, and their usefulness in enhancing institutional and educational improvement. The Board will follow policies outlined herein for a program of review of Commission policies and procedures.

The Commission, through its system of self-evaluation, will regularly seek from affiliated member institutions and Peer Reviewers comment on the effectiveness of the Commission's policies, programs and activities. The Commission's review process will provide opportunities for a broad group of stakeholders, such as employers, students, parents, business leaders, etc., to evaluate the program and requirements for accreditation. The feedback from the stakeholders may lead the Board of Trustees to modify or change the Commission's programs and requirements in response to these ongoing systems of evaluation. In addition, the Board of Trustees will convene an advisory panel at least every five years to review the effectiveness of, and proposed changes and programs for, accreditation the Criteria for Accreditation. The panel will include representatives from various constituencies within the Commission as well as members of the Board of Trustees.

Should the Board of Trustees learn from its review of policies that a change in Commission policy is necessary to ensure that the policy is being interpreted properly by institutions or peer reviewers or is being properly

applied in the evaluation process, the Board will ensure that such change is made within no more than 12 months of the Board learning about the necessary change.

The Board of Trustees may amend, delete, or add to the policies, with the exception of policies related to the Eligibility Requirements, Criteria for Accreditation, Assumed Practices, and Obligations of Affiliation as noted in the following subsections, at any time. In general, the Adoption of new or revised policies shall be taken at a take place at a regularly scheduled Board of Trustees meeting subsequent to the first meeting when the proposed new or revised policy was presented. Policies affecting affiliated and member organizations institutions shall be made available to them for comment through the Commission's Web site and other regular Commission communications during the period circulated in writing to all member institutions for a comment period of not less than 60 days between the first and second reading of the proposed policy. The Board of Trustees will consider any comments on any proposed policies it has approved on first reading before it takes action is taken to adopt such policy revisions on second reading. This policy does not preclude the Commission Board or staff making technical amendments to clarify the meaning of policies without necessarily providing a notice and comment period.

Policy Number Key

Section PPAR: Policies Related to Policy Adoption and Review

Chapter A: General

Part 10: General

Last Revised: November 2020

First Adopted: November 2012

Revision History: November 2020

Notes:

Related Policies:

Policy Title: Dating of Policies

Number: PPAR.A.10.010

The effective date of any policy is the date on which it was adopted or revised unless otherwise noted **by the Board in its action**. Policy may be noted as revised, edited or renumbered to reflect various changes that have occurred in the policy subsequent to its original adoption. Revisions to any policy are taken by action of the Board; editing and renumbering may occur as necessary as technical amendments and do not require formal Board approval.

Each policy carries a date of adoption (i.e., Adopted January 2000); any revision dates are noted as well (revised February 2002). Commission Policies periodically undergo major revisions for editorial, numbering and titling updates; dates for these major revisions are noted ~~on the following page~~ **at the end of the policy**. Sometimes sections may be edited outside the regular editing cycle; in such cases policies that have had minor editorial revisions or renumbering will carry a date when the editing took place.

Policy Number Key

Section PPAR: Policies Related to Policy Adoption and Review

Chapter A: General

Part 10: General

Last Revised: November 2020

First Adopted:

Revision History: November 2020

Notes: Former policy number: front matter

Related Policies:

Policy Title: Board of Trustees Commitment to Regular Review of Its Policies and Procedures

Number: PPAR.A.10.020

~~The Board of Trustees recognizes that higher education is rapidly changing and that the Commission policy contained herein needs to reflect those changes. Therefore, the Board of Trustees commits to review its policies and procedures, particularly but not exclusively related to institutional dynamics and change, regularly to evaluate their responsiveness to the higher education environment, their effectiveness in providing quality assurance, and their usefulness in enhancing institutional and educational improvement. The Board will follow policies outlined herein for a program of review of Commission policies and procedures.~~

Policy Number Key

Section PPAR: Policies Related to Policy Adoption and Review

Chapter A: General

Part 10: General

Last Revised:

First Adopted: February 2007

Revision History:

Notes: Former policy number: front matter

Related Policies:

Policy Title: Program for Review of Institutional Accreditation Policies

Number: PPAR.A.10.030

~~The Commission, through its system of self-evaluation, will regularly seek from affiliated institutions and Peer Reviewers comment on the effectiveness of the Commission's policies, programs and activities. The Commission's review process will provide opportunities for a broad group of stakeholders, such as employers, students, parents, business leaders, etc., to evaluate the program and requirements for accreditation. The feedback from the stakeholders may lead the Board of Trustees to modify or change the Commission's programs and requirements in response to these ongoing systems of evaluation. In addition, the Board of Trustees will convene an advisory panel at least every five years to review the effectiveness of, and proposed changes and programs for, accreditation. The panel will include representatives from various constituencies within the Commission as well as members of the Board of Trustees. Should the Board of Trustees learn from its review of policies that a change in Commission policy is necessary to ensure that the policy is being interpreted properly by institutions or peer reviewers or is being properly applied in the evaluation process, the Board will ensure that such change is made within no more than 12 months of the Board learning about the necessary change.~~

Policy Number Key

Section PPAR: Policies Related to Policy Adoption and Review

Chapter A: General

Part 10: General

Last Revised: November 2012

First Adopted:

Revision History: November 2012

Notes: Former policy number: front matter

Related Policies:

Policy Title: Revision of Accreditation Policy

Number: ~~PPAR.A.10.040~~

~~The Board of Trustees may amend, delete, or add to the policies, with the exception of policies related to the Eligibility Requirements, Criteria for Accreditation, Assumed Practices, and Obligations of Affiliation as noted in the following subsections, at any time. Adoption of policies shall be taken at a Board of Trustees meeting subsequent to the first meeting when the policy was presented. Policies affecting affiliated and member organizations shall be made available to them for comment through the Commission's Web site and other regular Commission communications during the period between the first and second reading of the proposed policy. The Board of Trustees will consider any comments before action is taken. This policy does not preclude the Commission Board or staff making technical amendments to clarify the meaning of policies without necessarily providing a notice and comment period.~~

Policy Number Key

Section PPAR: Policies Related to Policy Adoption and Review

Chapter A: General

Part 10: General

Last Revised: November 2012

First Adopted: August 1992

Revision History: February 2007, November 2012

Notes: Former policy number: front matter

Related Policies:

Policy Title: Revision of the Eligibility Requirements, Criteria for Accreditation, Assumed Practices and Obligations of Affiliation

Number: ~~PPAR.A.10.050~~

~~The Board of Trustees may not act to adopt or change any Eligibility Requirement or Criterion, including Core Components of a Criterion, or Assumed Practices by which the eligibility or accreditation or other affiliation of an organization is judged or Obligations of Affiliations unless the proposed amendment has been presented at a scheduled Board meeting, circulated in writing to all affiliated and member organizations for a comment period of not less than 60 days, and adopted at a subsequent Board meeting. The Board of Trustees will consider the comments before action is taken. This policy does not preclude the Commission Board or~~

~~staff making technical amendments to clarify the meaning of policies without necessarily providing a notice and comment period.~~

~~Policy Number Key~~

~~Section PPAR: Policies Related to Policy Adoption and Review~~

~~Chapter A: General~~

~~Part 10: General~~

~~Last Revised: November 2012~~

~~First Adopted:~~

~~Revision History: November 2012~~

~~Notes: Former policy number: front matter~~

~~Related Policies:~~