

NORTHWEST VISTA COLLEGE
PROCEDURE

Procedure Number:	A 003
Procedure Title:	Representation and Notification to U.S. Department of Education Recognized Accrediting Agencies

1. PURPOSE

- 1.1 The procedure outlines the process for assuring NVC institution (a) represents itself accurately to all U.S. Department of Education recognized accrediting agencies with which it holds accreditation and (b) informs those agencies of any change of accreditation status, including the imposition of public sanctions.

2. DEFINITIONS

- 2.1 Program accrediting agency: U.S. Department of Education recognized institutional accrediting agency
- 2.2 Southern Association of Colleges and Schools Commission on Colleges (SACSCOC): the recognized regional accrediting body in the eleven U.S. Southern states (Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas and Virginia) and in Latin America for those institutions of higher education that award associate, baccalaureate, master's or doctoral degrees. The Commission on Colleges' Board of Trustees is the representative body of the College Delegate Assembly and is charged with carrying out the accreditation process.

3. PROGRAM ACCREDITATION

- 3.1 The Dean for Academic Success overseeing program(s) accredited by U.S. Department of Education recognized accrediting agencies will notify the Vice President for Academic Success and the NVC SACSCOC Accreditation Liaison immediately upon receipt of notification from the accrediting agency indicating a change in accreditation status, to include the imposition of public sanctions.
- 3.2 The Vice President for Academic Success will notify the NVC Cabinet upon receipt of notification. The Vice President for Academic Success, appropriate Dean for Academic Success, appropriate Program Coordinator(s), and NVC SACSCOC Accreditation Liaison will review the notification and draft the notification statement to provide to SACSCOC and all applicable U.S. Department of Education recognized institutional accrediting agencies. The NVC SACSCOC Accreditation Liaison will submit programmatic accreditation notification(s) to SACSCOC.
- 3.3 The Vice President for Academic Success, appropriate Dean for Academic Success and appropriate Program Coordinator(s) will coordinate and provide the notification statement to all applicable programmatic U.S. Department of Education recognized institutional accrediting agencies. Provide verification of notification(s) to the NVC SACSCOC Accreditation Liaison.

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4. SACSCOC ACCREDITATION

- 4.1 The NVC SACSCOC Accreditation Liaison will notify the NVC Cabinet immediately upon receipt of notification from SACSCOC indicating a change in accreditation status, to include the imposition of public sanctions.
- 4.2 The NVC SACSCOC Accreditation Liaison will provide a notification statement to the Vice President for Academic Success. The Vice President for Academic Success, appropriate Dean for Academic Success and appropriate Program Coordinator(s) will coordinate and provide the notification statement to all applicable programmatic U.S. Department of Education recognized institutional accrediting agencies. Provide verification of notification(s) to the NVC SACSCOC Accreditation Liaison.

5. ACCREDITATION PUBLIC STATEMENTS

- 5.1 The Dean for Academic Success overseeing program(s) accredited by U.S. Department of Education recognized accrediting agencies will coordinate with the office of Marketing and Communication to assure all public statements referencing program accreditation are accurate and meet the requirements of the accrediting agency.
- 5.2 The NVC SACSCOC Accreditation Liaison will coordinate with the office of Marketing and Communication to assure all public statements referencing SACSCOC accreditation are accurate and meet the requirements of SACSCOC.

Contact for Interpretation: *Vice President for Academic Success*

Relevant Board Policy:	E.2.1 (Policy) Accreditation and Substantive Change
Relevant SACSCOC Documents:	Principle of Accreditation Standard 14.4 <i>Representation to Other Agencies</i> Policy Statement – Accrediting Decisions of Other Agencies Policy Statement – Institutional Obligations for Public Disclosure
Originating Unit:	Academic Success
Maintenance Unit:	Academic Success
Implementation Date:	May 25, 2021
Revision Date:	