

## Summary of Compliance Report Recommendations and Suggestions

DRAFT - October 9, 2001 – DRAFT

The SACS Steering Committee welcomes feedback on the drafts of the SACS Reports (located on <http://www.ecu.edu/sacs>). The draft summary below represents the recommendations and suggestions that have been developed to date. Additional suggestions are being considered for a number of other areas including graduate education, distance education, student development services, and faculty orientation.

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### Section I. Principles and Philosophy of Accreditation

#### 1.1 Institutional Commitment and Responsibilities in the Accreditation Process

**Summary:** Section 1.1 specifies the criteria related to an institutions involvement in and commitment to the accreditation process. The criteria address: the self-study requirement; the commitment of the institution to the self-study process and peer assessment; and, institutional integrity. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 1.2 Application of the Criteria

**Summary:** Section 1.2 specifies the criteria related to the role of the institution in applying the criteria to all institutional programs and services wherever located or however delivered. The criteria address: substantive changes; institutional compliance with criteria; and, effectiveness of the institution as a whole. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 1.3 Separately Accredited Units

**Summary:** Section 1.3 specifies the criteria related to institutions with a unit that has a significant portion of responsibility and decision-making authority for its educational activities. *This section does not apply to East Carolina University.*

**Recommendations and/or Suggestions:** None.

#### 1.4 Conditions of Eligibility

**Summary:** Section 1.4 specifies the criteria related to the thirteen Conditions of Eligibility. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 1.5 Initial Membership

**Summary:** Section 1.5 specifies the criteria related to institutions seeking initial membership (accreditation). *This section does not apply to East Carolina University.*

**Recommendations and/or Suggestions:** None.

### 1.6 Representation of Status

**Summary:** Section 1.6 specifies the criteria related to an institution's representation of accreditation status. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

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## Section II. Institutional Purpose

**Summary:** Section 2 specifies the criteria related to an institution's purpose or mission. The criteria address: the mission statement; the official posture and practice of the institution relative to its stated purpose; publication of the mission statement; the development of the mission statement; the periodic review of the mission statement; and the mission statement serving as the foundation for all institutional operations, programs and activities. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

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## Section III. Institutional Effectiveness

### 3.1 Planning and Evaluation: Educational Programs

**Summary:** Section 3.1 specifies the criteria related to planning and evaluation of educational programs. The criteria address: educational goals; evaluation of goals, including demonstration of student achievement; use of results to improve the educational programs, services, and operations. *The university needs to strengthen its assessment activities.*

**Recommendations and/or Suggestions:**

**Recommendation:** The university will centralize the direction and coordination of assessment of student learning.

The university will create the position of University Assessment Officer (UAO) and provide appropriate support for the UAO to effectively coordinate assessment activities. The University Institutional Effectiveness Committee, the Planning and Institutional

Research office, and appropriate ad hoc and Faculty Senate committees will work with the UAO.

This centralized coordination of the assessment initiative encompasses the following areas of academic endeavor:

**General Education**  
(See also Section 4.2.2)

**Academic Units**  
Undergraduate degree programs  
Graduate degree programs  
(Includes traditional and distance education delivery)

### 3.2 Planning and Evaluation: Administrative and Educational Support Services

**Summary:** Section 3.2 specifies the criteria related to planning and evaluation of administrative and educational support services. The criteria address: administrative and educational support services goals; evaluation of goals; use of results to improve the administrative and educational support services. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 3.3 Institutional Research

**Summary:** Section 3.3 specifies the criteria related to institutional research. The criteria address: collecting and analyzing data and disseminating results as well as regular evaluation of the effectiveness of its institutional research process and the use of its findings for improvement. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

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## Section IV. Educational Program

### 4.1 General Requirements of the Educational Program

**Summary:** Section 4.1 describes broad compliance requirements regarding: the relationship of the educational program to the purpose of the institution; sufficient student enrollment and financial resources to support an effective educational program; the provision of competent faculty, adequate library/learning resources, and appropriate computer resources, instructional materials/equipment and physical facilities; and appropriate student achievement and quality of programs, regardless of instructional method of program location. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

## 4.2 Undergraduate Program

### 4.2.1 Undergraduate Admission

**Summary:** Section 4.2.1 describes compliance requirements regarding the development and implementation of general admission policies. The criteria require these policies: be consistent with the educational purposes of the institution; be clearly defined and published; regularly followed and evaluated; address the admission of transfer students as well as credit by transfer, advanced placement and experiential learning; and clearly define academic dismissal, suspension and readmission of students. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 4.2.2 Undergraduate Completion Requirements

**Summary:** Section 4.2.2 describes compliance requirements regarding: appropriateness of degree requirements, including minimum requirements for general education; competency of graduates in reading, writing, oral communication, fundamental mathematical skills and the basic use of computers; and, the percent of semester credit hours that must be earned by the institution awarding the degree. *The university meets all of the criteria for undergraduate completion requirements as outlined in this section, except for the criteria where "The institution must demonstrate that its graduates of degree programs are competent in...the basic use of computers." Also, while the university meets the minimum requirements for general education assessment, the university should strengthen the general education competency assessment.*

**Recommendations and/or Suggestions:** Recommendation - Units will define and assess competency in the basic use of computers appropriate to their degree programs. Suggestion - Units will strengthen the competency assessment of other general education requirements appropriate to their degree programs.

### 4.2.3 Undergraduate Curriculum

**Summary:** Section 4.2.3 specifies criteria for undergraduate curriculum regarding: the appropriateness of curriculum to the purpose and goals of the institution, to the preparation of the students admitted, and to the financial and instructional resources of the institution; the process by which curriculum is established, reviewed, and evaluated; degree program coordination; the responsibility of the governing board in approving degrees and administrative structure through which the curriculum is administered and the extent to which the institution should offer distance learning programs; articulation agreements; and programmatic partnerships with secondary schools. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.2.4 Undergraduate Instruction

**Summary:** Section 4.2.4 specifies criteria for undergraduate instruction regarding: the relationship of the instructional techniques and policies to the purpose of the institution and the specific goals of an individual course; regular evaluation of instruction; evaluation of student performance; grading policies; courses offered in non-traditional formats; the learning environment; and the appropriateness of program length. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.2.5 Academic Advising of Undergraduate Students

**Summary:** Section 4.2.5 specifies academic advising and undergraduate student orientation criteria regarding: a systematic, effective program of undergraduate academic advising; a reasonable number of advisees assigned to faculty or professional staff; and an effective undergraduate student orientation program. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 4.3 Graduate Program

#### 4.3.1 Initiation, Operation and Expansion of Graduate Programs

**Summary:** Section 4.3.1 specifies graduate program criteria regarding: the initiation, operation, and expansion of graduate programs; the inclusion of research, scholarly activity and/or advanced professional training in graduate studies; competency and productivity of faculty, adequate library and learning resources as well as computer and laboratory facilities. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.3.2 Graduate Admission

**Summary:** Section 4.3.2 specifies the graduate admissions criteria regarding: admission criteria and procedures; coursework transferred or accepted for credit; credit for experiential learning; probation or conditional admission criteria; and review of admission policies. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.3.3 Graduate Completion Requirements

**Summary:** Section 4.3.3 specifies the graduate completion requirements criteria regarding: procedures and policies governing general completion requirements for graduate programs; courses offered and their applicability to at least one degree or certificate program. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.3.4 Graduate Curriculum

**Summary:** Section 4.3.4 specifies the graduate curriculum criteria regarding: substantial difference between undergraduate and graduate instruction; clear and accurate descriptions of curricular offerings in published materials; the appropriateness of curriculum to the purpose and goals of the institution, and to the financial and instructional resources of the institution; the process by which curriculum is established, reviewed, and evaluated; degree program coordination; the responsibility of the governing board in approving degrees and administrative structure through which the curriculum is administered and the extent to which the institution should offer distance learning programs; distinctions between a course of study leading to the master's or specialist degree and a course of study leading to the doctorate; and, the appropriateness of program length. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.3.5 Graduate Instruction

**Summary:** Section 4.3.5 specifies graduate instruction criteria regarding: an environment that supports and encourages scholarly interaction and accessibility among the faculty and students; the relationship of the instructional methods and delivery systems and the stated objectives of a course or program; evaluation of student performance; grading policies; courses offered in non-traditional formats; advisors or directors and the monitoring of student academic progress; and, evaluation of graduate instruction. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.3.6 Academic Advising of Graduate Students

**Summary:** Section 4.3.6 specifies academic advising and graduate student orientation criteria regarding: a systematic, effective program of graduate academic advising; a reasonable number of advisees assigned to faculty or professional staff; and an effective graduate student orientation program. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.4 Publications

**Summary:** Section 4.4 specifies publications criteria regarding: accuracy and consistency of publications produced and distributed as well as the availability of specific information relative to attending or withdrawing from the institution, including entrance requirements and procedures; admissions criteria and policies; rules of conduct; academic calendar; degree completion requirements; full-time faculty and degrees held; costs and financial obligations; refund policies; and other items relative to attending the institution or withdrawing from it. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.5 Distance Learning Programs

**Summary:** Section 4.5 specifies distance learning program criteria regarding: the goals of the institution's distance learning programs and their consistency with the institution's stated purpose; demonstration of achievement of the distance learning programs goals; the effectiveness of the distance learning programs; and compliance of distance learning programs with all applicable criteria as stated throughout the *Criteria for Accreditation*. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.6 Continuing Education, Outreach and Service Programs

**Summary:** Section 4.6 specifies continuing education, outreach and service programs criteria regarding: the relationship of continuing education and outreach and service programs to the purpose of the institution; the regular evaluation of credit and non-credit continuing education programs; compliance of all continuing education programs offered for credit with all applicable criteria as stated throughout the *Criteria for Accreditation*; non-credit continuing education programs following national guidelines for the recording of Continuing Education Units; necessary resources and services to support outreach and service programs; and, the awarding of academic credit for work taken on a non-credit basis. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.7 Student Records

**Summary:** Section 4.7 specifies student records criteria regarding: the maintenance and security of adequate students records for both credit and non-credit courses; policies concerning what constitutes the permanent record of each student as well as retention and

disposal of records; and, information-release policies. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8 Faculty

**Summary:** Section 4.8 specifies broad compliance requirements regarding: the selection, development and retention of a competent faculty. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

##### 4.8.1 Selection of Faculty

**Summary:** Section 4.8.1 specifies faculty selection criteria regarding: the process for recruiting and appointing faculty; faculty credentials is from a regionally accredited institution; and faculty proficiency in oral and written communication. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

##### 4.8.2 Academic and Professional Preparation

###### 4.8.2.1 Associate

**Summary:** Section 4.8.2.1 specifies criteria for faculty teaching in associate degree programs. *The institution does not offer an associate degree.*

**Recommendations and/or Suggestions:** None.

###### 4.8.2.2 Baccalaureate

**Summary:** Section 4.8.2.2 specifies criteria for faculty teaching in baccalaureate programs. Criteria address: faculty credentialing and justifying exceptions; faculty teaching in interdisciplinary courses; 25 percent of discipline course hours in each undergraduate majors that must be taught by faculty members holding the terminal degree in that discipline, including those majors offered through distance learning; and, credentials of faculty teaching in remedial programs. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.



#### 4.8.2.3 Graduate

**Summary:** Section 4.8.2.3 specifies criteria for faculty teaching in graduate programs. Criteria address: faculty credentialing and justifying exceptions; adequate resources to attract and retain a qualified faculty; faculty teaching in interdisciplinary courses; for each graduate degree program, the minimum number (4) of qualified full-time faculty members whose responsibilities include teaching in the program. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.2.4 Distance Learning Programs/Activities

**Summary:** Section 4.8.2.4 specifies criteria for faculty teaching in distance learning programs. The criteria state that all distance learning activities and programs must meet all criteria related to faculty. The criteria also address the provision of structured access and interaction of distance learning students with full-time faculty members. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.3 Part-Time Faculty

**Summary:** Section 4.8.3 specifies criteria for part-time faculty. The criteria address: adequacy of the number of full-time faculty members; policies and procedures on employing part-time faculty members; part-time faculty credentials; and, appropriate orientation, supervision and evaluation of part-time faculty members; and student access to part-time faculty members. *While the university meets the criteria for part-time faculty members as specified in this section, the university should expand its orientation program for new part-time faculty members from an annual orientation program to a semester-by-semester orientation program.*

**Recommendations and/or Suggestions:** Suggestion: The university should enhance its orientation procedures for new part-time faculty members by providing a semester-by-semester orientation program for new part-time faculty members

#### 4.8.4 Graduate Teaching Assistants

**Summary:** Section 4.8.4 specifies criteria related to graduate teaching assistants. The criteria address dependence on graduate teaching assistance, guidelines for institution-wide graduate assistantship administration; graduate teaching assistants credentialing for those who have primary responsibility for teaching a course for credit and/or for assigning final grades; graduate teaching assistants for whom

English is a second language; and, administrative oversight. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.5 Faculty Compensation

**Summary:** Section 4.8.5 specifies criteria related to faculty compensation. The criteria address: the adequacy of salaries and benefits; retirement plans and the university's contribution; a plan for adequate insurance coverage; and, the requirement for clearly stated criteria on which salary increases are based. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.6 Academic Freedom and Professional Security

**Summary:** Section 4.8.6 specifies criteria related to academic freedom and professional security. The criteria address: principles of academic freedom; policies on faculty carrying out their duties in a professional, ethical and collegial manner; contracts, letters of appointment, or similar documents describing terms and conditions of faculty employment; policies and procedures for promotion, tenure, non-renewal of a probationary appointment and for termination of appointments; and, adequate safeguards for protection of academic freedom. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.7 Professional Growth

**Summary:** Section 4.8.7 specifies criteria related to professional growth of faculty members. The criteria address: professional development opportunities for faculty and that development occurs; and, that the tone of institutional policies clearly indicates that individual faculty members are to take the initiative in promoting their own growth. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.8 The Role of the Faculty and Its Committees

**Summary:** Section 4.8.8 specifies criteria related to the role of the faculty and its committees. The criteria address: the requirement that primary responsibility of the quality of the educational program resides with the faculty; and, the clear description and publication of the extent of faculty participation and jurisdiction in academic affairs. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.9 Faculty Loads

**Summary:** Section 4.8.9 specifies the criteria related to faculty size and loads. The criteria address: the adequate size of faculty to support the university's purpose; the procedures for equitable and reasonable assignment of faculty responsibilities. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.8.10 Criteria and Procedures for Evaluation

**Summary:** Section 4.8.10 specifies the criteria related to procedures for evaluation of individual faculty members. The criteria address: the periodic evaluations of faculty performance; the criteria for evaluation; and, the use of the results of evaluation for improvement of the faculty and the institution's educational program. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 4.9 Consortial Relationships and Contractual Agreements

**Summary:** Section 4.9 describes broad compliance requirements regarding consortial relationships and contractual agreements. The criteria address: the requirement of an institution to ensure sufficient control of relationships/agreements so as to maintain compliance with the *Criteria* when offering educational programs through such arrangements; the regular evaluation of all consortia and contracts; and, reporting policies and procedures related to substantive change regarding contractual agreements for educational programs. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.9.1 Consortial Relationships

**Summary:** Section 4.9.1 specifies the criteria related to consortial relationships. The criteria address: the requirements that must be met to enter into a consortial relationship with a regionally accredited institution; exceptions to these requirements; the quality of all courses/programs offered through the consortium; and, the relationship of the educational courses/programs to the teaching purpose of the institution. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 4.9.2 Contractual Agreements

**Summary:** Section 4.9.2 specifies the criteria related to contractual agreements. The criteria address: the relationship between the educational services and programs and the purpose of the institution; the quality of programs/courses offered through the contract; compliance with the *Criteria*; and, the approval process for teach-out agreements. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

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### Section V. Educational Support Services

#### 5.1 Library and Other Learning Resources

##### 5.1.1 Purpose and Scope

**Summary:** Section 5.1.1 specifies the criteria related to the purpose and scope of library and other learning resources. The criteria address: the availability of adequate library and other learning resources and services which meet the needs of faculty and students, regardless of location or course delivery; the purpose of the library and other learning resource services; the regular and systematic evaluation of library and other learning resource support; and, how priorities for acquiring materials and establishing services are established. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** Suggestion: The Health Sciences Library and Joyner Library should continue to improve efforts to publicize library and learning resources to ensure widespread understanding of available services. Suggestion: The Health Sciences Library and Joyner Library should develop a more comprehensive assessment plan including a mechanism for incorporating results of various methods of assessment into the work plan of the library.

##### 5.1.2 Services

**Summary:** Section 5.1.2 specifies the criteria related to library and other learning resource services. The criteria address: student and faculty access to a broad range of learning resources; orientation programs; opportunities for students to learn how to access information in different formats; librarian relationships with faculty and other information providers; library collections; electronic bibliographic databases; and, physical facilities. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** Suggestion: The university should continue to look for ways to ensure it will be able to respond to anticipated growth and user needs for additional space in the School of Music Library.

### 5.1.3 Library Collections

**Summary:** Section 5.1.3 specifies the criteria related to library collections. The criteria address: access to essential references and specialized program resources for each instructional location; organization of print and non-print materials; role of librarians, teaching faculty and researches in the development of collections; and, policies governing resource material selection and elimination. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 5.1.4 Information Technology

**Summary:** Section 5.1.4 specifies the criteria related to information technology and learning resources. The criteria address incorporation of technological advances into the institution's library and other learning resource operations. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 5.1.5 Cooperative Agreements

**Summary:** Section 5.1.5 specifies the criteria related to cooperative agreements with other libraries. The criteria address: use of cooperative agreements to enhance the resources and services available; not avoiding responsibility for adequate library resources and services; and, regular evaluation of cooperative agreements. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 5.1.6 Staff

**Summary:** Section 5.1.6 specifies the criteria related to staff or libraries and other learning resources. The criteria address: staff credentials; justifying exceptions to credentials; adequate number of library support staff; and, institutional policies concerning faculty status, salary and contractual security for library personnel. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** Suggestion: The Health Sciences Library and Joyner Library should ensure that expertise in emerging fields such as digital and preservation imaging, GIS, and intellectual property issues is enhanced.

### 5.1.7 Library/Learning Resources for Distance Learning Activities

**Summary:** Section 5.1.7 specifies the criteria related to library and learning resources for distance learning activities. The criteria address: provision of and access to adequate library and learning resources; and, formal agreements for the provision of library resources and services. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

## 5.2 Instructional Support

**Summary:** Section 5.2 specifies the criteria related to instructional support. The criteria address: the provision of a variety of facilities and instructional support services; easy access; and, adequacy of support to fulfill institutional purpose and contribute to effectiveness of learning, regardless of location or delivery of programs. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

## 5.3 Information Technology Resources and Systems

**Summary:** Section 5.3 specifies the criteria related to information technology resources and systems. The criteria address: the incorporation of information technological advances into the institution's operations; support for the planning and educational program components; reasonable infusion of technology into the curriculum; the means by which students may acquire basic competencies in the use of computers and related information technology resources; provisions for ongoing training of faculty and staff; policies for allocation and use of information technology policies; evaluation; and security. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

## 5.4 Student Development Services

### 5.4.1 Scope and Accountability

**Summary:** Section 5.4.1 specifies the criteria related to the scope and accountability of student development services. The criteria address: the role of student development services; student services program goals; distance learning programs; administrative responsibility; policies and procedures; and evaluation of student development services and programs. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 5.4.2 Resources

**Summary:** Section 5.4.2 specifies the criteria related to human, physical, financial, and equipment resources for student development services, including staff development. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 5.4.3 Programs and Services

**Summary:** Section 5.4.3 specifies the criteria related to student development programs and services. The criteria address: counseling and career development; student government, student activities and publications; student behavior; residence halls; student financial aid; health services; and intramural athletics. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 5.5 Intercollegiate Athletics

#### 5.5.1 Purpose

**Summary:** Section 5.5.1 specifies the criteria related to the purpose of intercollegiate athletics. The criteria address: intercollegiate athletics operation; development and adherence to goals and objectives; and, evaluation of the athletic program. *This section is still under development.*

**Recommendations and/or Suggestions:** Not Available/Review Not Completed.

#### 5.5.2 Administrative Oversight

**Summary:** Section 5.5.2 specifies the criteria related to administrative oversight of the athletics program. The criteria address: appropriate participation of faculty and students; the role of the governing board; and the ultimate responsibility that rests with the chief executive officer. *This section is still under development.*

**Recommendations and/or Suggestions:** Not Available/Review Not Completed.

#### 5.5.3 Financial Control

**Summary:** Section 5.5.3 specifies the criteria related to financial control of the athletics program. The criteria address: all financial activities related to athletics; required independent audits; and the administration of scholarships, grants-in-aid, loans and student employment. *This section is still under development.*

**Recommendations and/or Suggestions:** Not Available/Review Not Completed.

#### 5.5.4 Academic Program

**Summary:** Section 5.5.4 specifies the criteria related to academic programs and athletics. The criteria address: policies pertaining to recruitment, admission, financial aid, and continuing eligibility of athletes; special admissions for athletes; and maintenance of good academic standing and fulfillment of curricular requirements. *This section is still under development.*

**Recommendations and/or Suggestions:** Not Available/Review Not Completed.

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### Section VI. Administrative Processes

#### 6.1 Organization and Administration

##### 6.1.1 Descriptive Titles and Terms

**Summary:** Section 6.1.1 specifies the criteria related to accuracy, appropriateness, and descriptive titles and terms used to describe administrative positions, units, academic programs, and degrees. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

##### 6.1.2 Governing Board

**Summary:** Section 6.1.2 specifies the criteria related to the governing board's responsibilities. The criteria address: the governing board's duties and responsibilities; decision making processes; board continuity; and, the distinction between the policy-making functions of the governing board and the responsibilities of the administration and faculty to administer and implement policy. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

##### 6.1.3 Advisory Committees

**Summary:** Section 6.1.3 specifies the criteria related to advisory committees, their roles and function. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.



#### 6.1.4 Official Policies

**Summary:** Section 6.1.4 specifies the criteria related to the publication of official policies, including duties and responsibilities of administrative officers, patterns of institutional organization, role of the faculty in institutional government, statements governing tenure or employment security and due process. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 6.1.5 Administrative Organization

**Summary:** Section 6.1.5 specifies the criteria related to administrative organization. The criteria address: administrative authority and responsibility for all educational offerings and functions of the institution; administrative officer credentials; and the evaluation of administrative effectiveness. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.2 Institutional Advancement

#### 6.2.1 Alumni Affairs

**Summary:** Section 6.2.1 specifies the criteria related to the relationship between the institution and its alumni. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

#### 6.2.2 Fund Raising

**Summary:** Section 6.2.2 specifies the criteria related to fund raising, including policies and procedures as well as regular evaluation. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.3 Financial Resources

#### 6.3.1 Financial Resources

**Summary:** Section 6.3.1 specifies the criteria related to sufficiency and stability of financial resources. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.3.2 Organization for the Administration of Financial Resources

**Summary:** Section 6.3.2 specifies the criteria related to organization for the administration of financial resources and its consistency with the institution's purpose. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.3.3 Budget Planning

**Summary:** Section 6.3.3 specifies the criteria related to budget planning procedures and evaluation. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.3.4 Budget Control

**Summary:** Section 6.3.4 specifies the criteria related to budget control. The criteria address: a system of control; interim budget statements; and, budget revisions. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.3.5 The Relation of an Institution to External Budgetary Control

**Summary:** Section 6.3.5 specifies the criteria related to the requirement that budgetary control is the responsibility of the institution, and not by financial officials outside the institution. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.3.6 Accounting, Reporting and Auditing

**Summary:** Section 6.3.6 specifies the criteria related to the accounting system adopted by the institution. The criteria address: the accounting system and generally accepted principles of institutional accounting; the chief business officer's responsibility for preparing financial reports; periodic written reports to the chief executive officer; annual fiscal year audits; Statement of Financial Position; Standard Review Reports; the relationship of the auditors to the institution; and an internal auditing and financial control program. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

**6.3.7 Purchasing and Inventory Control**

**Summary:** Section 6.3.7 specifies the criteria related to control over purchasing and inventory, including protection of purchasing officials from external political or business interests. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

**6.3.8 Refund Policy**

**Summary:** Section 6.3.8 specifies the criteria related to the refund policy and procedure for refunding fees and charges to students who withdraw from enrollment. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

**6.3.9 Cashiering**

**Summary:** Section 6.3.9 specifies the criteria related to the management of all funds belonging to the institution, including a carefully developed system for the receipt, deposit and safeguarding of institutional funds. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

**6.3.10 Investment Management**

**Summary:** Section 6.3.10 specifies the criteria related to investment policies and guidelines, the fiduciary responsibility of the governing board, and the regular evaluation of the investment policies and guidelines. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

**6.3.11 Risk Management and Insurance**

**Summary:** Section 6.3.11 specifies the criteria related to a comprehensive risk management program and adequate replacement protection for all physical facilities through appropriate levels of insurance or provisions for obtaining funds. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.3.12 Auxiliary Enterprise

**Summary:** Section 6.3.12 specifies the criteria related to auxiliary enterprise, including bookstores, residence halls, food service operations, printing/duplicating services, child care and transportation services. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

## 6.4 Physical Resources

**Summary:** Section 6.4 specifies the criteria related to physical resources being adequate to serve the needs of the institution. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.4.1 Space Management

**Summary:** Section 6.4.1 specifies the criteria related to space management, or the adequate allocation of space to institutional functions. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.4.2 Buildings, Grounds and Equipment Maintenance

**Summary:** Section 6.4.2 specifies the criteria related to a plan for upkeep of an institution's property, including routine, preventive and deferred maintenance of buildings. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.4.3 Safety and Security

**Summary:** Section 6.4.3 specifies the criteria related to providing a healthful, safe and secure environment for all members of the campus community. The criteria address: environmental health and safety programs; and, a comprehensive safety plan. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.4.4 Facilities Master Plan

**Summary:** Section 6.4.4 specifies the criteria related to a facilities master plan. The criteria address: the maintenance of a written physical facilities master plan that

provides for orderly development of the institution and relates it to other institutional planning efforts. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.5 Externally Funded Grants and Contracts

**Summary:** Section 6.5 specifies the criteria related to externally funded grants and contracts. The criteria address: the relationship of grants and contracts to the stated purpose of the institution; an adequate balance between grant and contract activity and instruction; institutional control over the administration of research projects; the preservation of the researcher's freedom to investigate and report results; a policy concerning a faculty member's division of obligations between research and other academic activities; policies regarding summer salaries paid from grant and contract funds; and, the continuity of support for general institutional activities. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.

### 6.6 Related Corporate Entities

**Summary:** Section 6.6 specifies the criteria regarding an institution's association with related separately-incorporated units, such as radio or television stations, athletic foundations, research foundations, scholarship foundations, hospitals, for-profit enterprises, press operations and publications, and insurance trusts. *The university meets all of the criteria specified in this section.*

**Recommendations and/or Suggestions:** None.