

COLUMBIA COLLEGE CHICAGO POLICY AND PROCEDURES ON SPECIALIZED ACCREDITATION

POLICY

Columbia College Chicago is accredited by the High Learning Commission of the North Central Association of Colleges and Schools (HLC/NCA). HLC/NCA is the regional accrediting association for Illinois. Accreditation by a regional association is required for access to federal government funding, including student financial aid.

Columbia College Chicago only seeks specialized accreditation, which is typically disciplined based, if such accreditation has a significant impact on career and employment prospects of the graduates of a program.

The Provost authorizes in advance all applications for specialized accreditation in consultation with the schools. The Vice-President, Administration, Research and Planning, administers accreditation policy and procedures on behalf of the Provost.

The primary criteria for deciding whether or not to seek specialized accreditation are:

- Demonstrated pattern of evidence of the impact on career and employment prospects of graduates of the program.
- Potential impact of accreditation requirements and/or expectations on curriculum, academic policy and resources.
- Impact on the workload of the department, school and college to apply for and maintain the accreditation.

The Provost also authorizes in advance renewal of specialized accreditation. That decision is based upon an analysis of the ongoing benefits and costs of maintaining the accreditation.

PROCEDURES

Initial Application for Accreditation

The school dean requests authorization from the Provost to seek specialized accreditation. The request is made in writing to the Vice-President, Administration, Research and Planning. Allow a minimum of eight weeks for the Provost's office to review the request and respond.

The request must include:

- Analysis of the specific benefits for students and graduates.
- Analysis of the specific impact of the accrediting agency's requirements and/or expectations on curricula, academic policy and resources. The analysis should consider the impact of obtaining the accreditation and maintaining it over time.
- Analysis of the specific impact on the workload of the department, school and college to obtain and maintain the accreditation.
- Documented evidence of the impact of the accreditation on career and employment prospects of graduates of the program.
- Statement of the department, school and college commitment of resources to obtain and maintain the accreditation.
- Dean's statement on the status of the department to meet the accrediting agency's requirements for accreditation.
- Documentation from the accrediting agency of the requirements and process for obtaining and maintaining accreditation.

Renewal of the Accreditation

The school dean requests authorization from the Provost to seek renewal of the accreditation. The request is made in writing to the Vice-President, Administration, Research and Planning. Allow a minimum of eight weeks for the Provost's office to review the request and respond.

The request must include a succinct analysis of the ongoing benefits and costs of maintaining the accreditation including the same information as for the initial application.

Please direct questions about these policies and procedures to the Vice-President, Administration, Research and Planning.