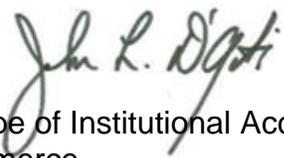




**TO:** Higher Education Committee

**FROM:** John L. D'Agati 

**SUBJECT:** Change in Scope of Institutional Accreditation: Utica School of Commerce

**DATE:** June 6, 2016

**AUTHORIZATION(S):** 

### **SUMMARY**

#### **Issue for Decision**

Should the Board of Regents approve a change in the scope of institutional accreditation of Utica School of Commerce?

#### **Reason(s) for Consideration**

Required by State regulation.

#### **Proposed Handling**

This question will come before the Higher Education Committee at its June 2016 meeting, where it will be voted on and action taken. It will then come before the full Board at its June 2016 meeting for final action.

Members of the Board of Regents with a conflict of interest or the appearance of a conflict of interest on this application are asked to recuse themselves from participating in the deliberation and decision.

#### **Procedural History**

The Board of Regents granted institutional accreditation to Utica School of Commerce in 1972. The School's current term of accreditation expires on June 18, 2022. The School has applied for a change in scope of its existing accreditation to include the delivery of distance education.

## **Background Information**

A Regents-accredited institution that undergoes a substantive change must apply for a change in its scope of accreditation. Section 4.1-5(d) of the Rules of the Board of Regents defines actions that require such a change in scope, along with related processes. The School applied for a change in scope of accreditation for the following reason, as defined in Regents Rules:

*It added "courses or programs that represent a significant departure from the existing offerings of educational programs, or method of delivery, from those that were offered when the department last evaluated the institution for accreditation."*

Specifically, the School added distance education to its methods of delivery. The School's registered Associate in Occupational Studies (A.O.S.) degree program in Business Administration includes a distance education format.

The purpose of the change in scope application is to document that the change does not adversely affect the institution's capacity to meet the accreditation standards defined under Sections 4-1.3 and 4-1.4 of the Regents Rules.

Based on the application submitted by the institution, the Department finds that the School's enlarged authority does not compromise the institution's ability to meet accreditation standards related to the School's mission; assessment of student achievement; resources; faculty; programs of study; administration; support services; admissions; consumer information; and related technical processes. The School's documentation of steps to support distance learning provides assurance that the delivery method has been well-integrated into the academic and administrative structures of the Utica School of Commerce.

The Department finds that the School's addition of distance education does not adversely affect the institution's capacity to meet Regents accreditation standards. As a result, the Department recommends approval of the requested change in scope of accreditation for the Utica School of Commerce.

## **Recommendation**

VOTED: That the Board of Regents approve a change in scope of the institutional accreditation of the Utica School of Commerce, in recognition of the institution's ability to offer instruction via distance education.