



ACCREDITATION MAINTENANCE REQUIREMENTS

5.4. ACCREDITATION MAINTENANCE REQUIREMENTS

5.4.1. General Accreditation Maintenance Requirements

As a condition of accreditation, member institutions are expected to meet all requirements as outlined in Policy 1.2—Expectations of Accredited Institutions.

5.4.2. Failure to Meet Accreditation Maintenance Requirements

Failure to meet Expectations of Accredited Institutions may lead to the issuance of a show cause action, the assessment of additional fees, and/or the removal of the accredited status of the institution.

5.4.3. Progress Reports for Traditional Ten-year Protocols

Planned developmental action is a way of life for accredited institutions. Progress reports keep the Commission informed of how the institution is responding to self-study and evaluation recommendations. Institutions engaged in traditional ten-year accreditation protocols shall submit a written progress report at the five-year midpoint of the accreditation cycle. This report shall outline progress on all evaluation team recommendations (for secondary institutions) or areas for improvement/partial compliance (for postsecondary institutions).

5.4.4. Accreditation Maintenance for Institutions Using Protocols of Collaborating Partners

When the Commission approves working agreements with collaborating partners, it shall also approve accreditation maintenance requirements. Institutions participating in a collaborative activity shall follow the accreditation requirements outlined in the agreement that may include following the accreditation maintenance schedule of the collaborating partner, rather than that of the Commission on Secondary Schools.

5.4.5. Mid-Point Onsite Reviews for Strategic Planning Protocols

Planned developmental action is a way of life for accredited institutions. Mid-point onsite reviews keep the Commission informed of how the institution is progressing with implementation of its action plans, the continued commitment to the planning process, and with addressing evaluation team recommendations. Institutions engaged in strategic planning protocols shall host an onsite visitor appointed by the Commission. The Mid-Point Reviewer shall submit a written report to the Commission on his/her findings. Mid-point reviews shall take place at the halfway point of the accreditation cycle.

5.4.6. Special Reports and/or Special Visits

In addition to the routine accreditation maintenance requirements required by Policy 1.2, Expectations for Accredited Institutions, the Commission may require a Special Report and/or a Special Visit at any time during the accreditation term when a signed complaint or grievance (see MSCSS Policy 1.5) has been provided to the Commission alleging that one or more of the Commissions Standards for Accreditation is not being met. Conditions prompting a Special Report and/or Visit include, but are not limited to, the following situations:

- Significant health or safety issues;

- Significant financial problems;
- Significant decline in student enrollment;
- Substantive changes that warrant follow-up;
- Stipulations to accreditation or monitoring issues that warrant follow-up;
- Abrupt and/or unplanned/unanticipated change in the head of the institution;
- Update of information on an institution holding probationary or limited accreditation status;

The costs of any visit shall be borne by the institution.

5.4.7. Maintenance Report Review Process

Progress reports and Mid-Point Review reports shall be reviewed and acknowledged by CSS staff. In the event that the staff review identifies areas of concern, the report shall be referred to the appropriate advisory committee for additional review, discussion, and recommendations. Should the staff and the advisory committee reviews result in a recommendation that impacts on the school's accreditation, these reviews and recommendations shall be taken to the Commission for action. Only these reports will be taken to the Commission for action.

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