

## 2. Policy on Change of Mission, Goals, and Objectives

The Commission requires each institution to review its institutional mission, goals, and objectives and to modify these as necessary for the effective delivery of the institution’s educational programs. If an institution determines that a substantive change to its mission, goals, or objectives is necessary, it must demonstrate its ability to support the proposed change.

A significant alteration in the institution’s established mission, goals, or objectives may signal a change throughout the institution as it relates to its efforts to increase student enrollments and the consequent need to increase staff and facilities. It may signal a change in course/program objectives, course/program content, admission criteria, and other significant areas of operation in order to attract a greater number of students.

An example of a substantive change of an institution’s mission, goals, or objectives is where a non-degree institution decides to become a degree-awarding institution, or where an institution decides to offer curricula or programs in a totally new discipline (e.g., adding business training to an art school), or where an institution wishes to offer instruction to new markets.

Because the institution’s accreditation is predicated upon the institutional mission, goals, and objectives reported at the time of its accreditation, the Commission wants to determine if the changes being considered will have an adverse affect on the institution’s capacity to continue to meet the Standards of Accreditation.

### Action

As stated in *C.1. Policy on Substantive Change and Notification*, an institution must obtain the Commission’s approval *before* the change in the institution’s scope of accreditation will be granted.

When a change in institution’s mission, goals, and objectives is undertaken, a *Special Report* must be prepared and submitted to the Accrediting Commission. In the report, particular attention should be given to how the proposed changes will affect the institution’s ability to meet each of the Accreditation Standards.

The Commission may require a revised Self-Evaluation Report, an on-site visit, or both. If the Commission deems that an on-site visit is necessary to verify that the institution continues to meet the standards, the visit must take place within **six** months of the initial change. The Commission may grant a time extension when it deems it is for a good cause.

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