



## Policy Changes Adopted on Second Reading

Title: **Transparency**

*The Board of Trustees adopted these policies on second reading at its meeting on February 22, 2013.*

### Background

This proposed policy amendment supports the public disclosure by the Commission of its action letters and revises the public directory information currently available to include a brief summary of an institution's relationship with the Commission for the past 15 years ("status and history").

### Implementation

These policies are effective immediately. The transparency [plan](#) will be implemented as follows:

As of January 2013, institutions are obliged to use the Commission's Mark of Affiliation on their web sites. Clicking on the mark takes the visitor to the institution's entry on the HLC website, the Statement of Accreditation Status (SAS).

Next, HLC will make available to the public through its website a redesigned [Statement of Accreditation Status](#) and the most recent HLC [action letter](#) related to the granting or reaffirmation of candidacy or accreditation. This phase will be implemented in summer 2013 and will include action letters conveying institutional actions taken by the Board at its meeting in [June 2013](#) and thereafter.

Finally, HLC will also make available the team report from the most recent evaluation for initial or continued candidacy or accreditation. This phase will be implemented in or around the 2015-16 year. In the meantime, HLC staff will be testing methods of disclosure of the team report. 🌱

Policy COMM.D.10.010	Management of Commission Information: Commission Release of Information to the Public
	<p>The Commission shall release the following information to the public and any other interested parties by means of its website, fax or other disclosure:</p> <ol style="list-style-type: none"><li>1. the name and contact information for any institution that holds, or has held, status with the Commission along with information about its campuses, additional locations and educational programs as well as any other data it regularly collects through its Institutional Update process;</li><li>2. the name and contact information of any institution scheduled for an evaluation for initial status;</li></ol>

	<ol style="list-style-type: none"> <li>3. the Statement of Accreditation Status for affiliated institutions;</li> <li>4. Public Disclosure Notices and, when appropriate, certain other public statements made by the Commission;</li> <li>5. action letters related to the granting, reaffirmation or withdrawal of candidate for accreditation or accreditation status; to the imposition or removal of a sanction or show-cause order; and to the outcome of an advisory visit.</li> <li>6. summary of all Commission actions posted within 30 days of taking such action, including voluntary withdrawals and other information within 30 days of the Commission receiving such information;</li> <li>7. the list of institutions being evaluated by the Commission for initial status, reaffirmation of accreditation, probation or show-cause in the upcoming academic year and the invitation for third-party comment about appropriate institutions;</li> <li>8. the policies and procedures of the Commission and related information;</li> <li>9. the results of aggregate data analyses and other information the Commission staff determine to be appropriate for public release;</li> <li>10. the names of all active peer reviewers and other information including title and contact information in their organization; and</li> <li>11. the names, internal contact and areas of responsibility for all staff members.</li> </ol> <p>The Commission may provide oral or written comments or explanation of such information to the public.</p> <p><i>Policy Number Key</i>  <i>Section COMM: Commission Policies</i>  <i>Chapter D: Management of Commission Information</i>  <i>Part 10: General</i></p> <p><i>Last Revised: February 2013</i>  <i>First Adopted: February 2010</i>  <i>Revision History:</i>  <i>Notes: Former policy numbers 2.3(b)5</i>  <i>Related Policies:</i></p>
<p><b>Policy INST.C.40.010</b></p>	<p><b>Official Records: Statement of Accreditation Status</b></p>
	<p>The Statement of Accreditation Status (SAS) is a public document posted on the Commission's website that provides official information regarding the conditions of the institution's accreditation with the Commission. Such information will include, but is not restricted to, the type of affiliation the institution has with the Commission; sanctions, if any, attendant to that status; the date of the institution's next comprehensive evaluation; any monitoring the institution must undergo prior to that evaluation; history of the institution's relationship with the Commission; and general information about the institution. Other information relevant to the facts of the institution's relationship with the Commission may be added at the discretion of the Commission President.</p> <p>The SAS is updated at the time of Commission action. It may be updated after the Commission receives the Institutional Update report.</p>

	<p><i>Policy Number Key</i></p> <p><i>Section INST: Institutional Policies</i></p> <p><i>Chapter C: Process for Reaffirmation of Accreditation</i></p> <p><i>Part 40: Official Records for the Commission</i></p> <hr/> <p><i>Last Revised: February 2013</i></p> <p><i>First Adopted: February 2007</i></p> <p><i>Revision History:</i></p> <p><i>Notes: Former policy number 2.4(c)</i></p> <p><i>Related Policies: INST.A.30.030 Public Disclosure, COMM.D.10.010 Management of Commission Information, INST.F.10.010 Routine Monitoring</i></p>
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