

Purpose

To ensure that accredited programs adhere to the standards of the Assembly when implementing substantive changes that may impact accreditation status.

Policy Statement

Accredited programs must report any substantive changes in accordance with the Assembly's policies and procedures. Substantive changes include modifications to program structure, delivery, or location, and other critical aspects of program operation.

Procedures for Reporting Substantive Changes

1. Notification of Substantive Changes:
 - a. Accredited entities must inform the Administrative Office of any substantive changes to a program of study. This includes, but is not limited to, changes related to administrative structures, instructional delivery capabilities, or changes in location. This notification must occur between site visits when such changes are made by the accredited program or its institution.
2. Determination of Substantive Changes:
 - a. In cases where the nature of the change is uncertain, the determination of whether a change is substantive shall be decided by a majority vote of the Decision Assembly Board of Governors (DABOG).
3. Communication of Changes:
 - a. The Administrative Office shall promptly notify the DABOG of any substantive changes reported by the accredited program or institution.
4. Review of Changes:
 - a. At the next scheduled regular meeting of the DABOG, a comprehensive examination of all reported substantive changes shall be conducted. The review will assess the changes in relation to the criteria for degree accreditation.
5. DABOG Actions Following Review:
 - a. Based on the findings of the review, the DABOG shall vote by majority on one of the following actions:
 - Continue Accreditation Status
 - The program's accreditation status remains unchanged.
 - Request Administrative Review
 - Withdraw Accreditation

This policy ensures that accredited programs remain compliant with the Assembly's standards and that any significant changes are appropriately reviewed to maintain the integrity and quality of the programs.

This policy and procedure is effective as of October 5, 2024, and supersedes any previous policies and procedures related to Degree Assembly extensions of reaccreditation.

For questions or further information regarding this policy and procedure, please contact IFSAC Administration.