

Policy on Monitoring Institutional Performance

(Adopted October 2013, Revised January 2014)

The Commission's responsibility is to determine whether an institution is in compliance with Eligibility Requirements, Accreditation Standards and Commission policies and to assist institutions, through established procedures, in the improvement of quality.

Commission Monitoring of Institutional Performance

In support of its purposes, the Commission applies a set of annual monitoring and evaluation approaches that assess an institution's continued compliance with Eligibility Requirements, Accreditation Standards and Commission policies, and that take into account institutional strengths and stability.¹ Such annual monitoring will include, but not be limited to:

- *Headcount enrollment data²*
- *Data concerning growth in the number of instructional sites³*
- *Collection and analysis of key data and indicators of student achievement and student learning*
- *Collection and analysis of key data and indicators of fiscal stewardship and stability*
- *Such other elements as determined by the Commission*

Information from the annual monitoring reports will be provided to external evaluation teams for inclusion in the evaluation report. In addition, the Commission may request a special report, with or without a visit on the basis of data provided in annual monitoring reports.

Responsibility of the Institution

It is the responsibility of the institution to inform the Commission of any circumstance that significantly impacts the institution's operational, academic and student services, or fiscal strength and stability or its compliance with Eligibility Requirements, Accreditation Standards and Commission policies.

¹ 34 C.F.R. §602.19.

² Headcount enrollment increases will be considered significant if they represent a one-year increase of 50% or more, 40% or more in two consecutive years, or 30% or more in three consecutive years. If headcount enrollments are significant, then the Commission will begin to monitor the enrollments of particular programs impacting the overall institutional increase.

³ Increases in the number of sites at which 50% or more of a program is offered will be considered rapid growth if they represent a one-year increase of 50% or more, 40% or more in two consecutive years, or 30% or more in three consecutive years. If there is rapid growth in instructional sites, then the Commission may request a special report, with or without visit.