

The ACCSC Standard

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Accrediting Commission of Career Schools and Colleges
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Highlights from the 3rd Annual Professional Development Conference

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The 3rd Annual Professional Development Conference, the only conference geared specifically for ACCSC-accredited schools, was held at the Westin Gaslamp Quarter Hotel in sunny San Diego, California from September 14-16, 2009. The conference was a tremendous success, providing the Commission with an opportunity to come together with the membership to foster a free exchange of ideas and information in a collegial environment. Over 275 representatives from the ACCSC community of schools were in attendance at the conference, making it the largest, and by many accounts, the most successful PDC to date.

The theme of the conference, *A Community of Partners in Education*, highlighted the unique opportunity that the PDC provided representatives and leaders from the ACCSC community of schools to network and share information, ideas, and best practices with their colleagues from other accredited member institutions. The theme also underscored a fundamental aspect of ACCSC accreditation: the opportunity to cultivate personal and professional growth through learning and innovation. Most significantly, the PDC provided a forum for the Commission to formally recognize the success and significant achievements of our member institutions over the past year, as well as to salute the outstanding individuals who have dedicated their time and talents to the Commission, and to the thousands of students served by our accredited member schools.

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Highlights from the 3rd Annual PDC *-continued from previous page-*

Monday, September 14th

The 2009 PDC kicked off with a series of highly interactive workshops facilitated by ACCSC's professional staff. In the "Becoming a Higher Achieving Institution" workshop, Dr. Michale McComis, ACCSC's Executive Director led a lively discussion on the importance of leadership in a school setting. Throughout the workshop, Dr. McComis facilitated a dialogue among participants that focused on the importance of establishing partnerships as a way to improve institutional performance and student success. Leah Matthews, Director of Institutional Compliance and Development, and Dr. Juanita Gurubatham, Associate Director of Institutional Development were joined by representatives from Full Sail University for a hands-on workshop entitled "Developing New Programs Through Community Engagement & Resources" which offered insight into a comprehensive program development process. Finally, building on the success of the Monograph Series, Christopher Lambert, ACCSC's Director of External Affairs, facilitated a best practices workshop, "Strategies and Techniques to Maximize Institutional Effectiveness" during which attendees shared proven strategies that have effectively served students, graduates, and employers. Each of these interactive workshops provided the opportunity for the Commission to continue its dialogue with its accredited member schools on meeting the diverse needs of students in this changing economy.

On Monday evening, ACCSC planned a special event which provided an opportunity for conference attendees to join the Commission and staff at PetCo Park for a networking event that showcased the San Diego Padres and the Arizona Diamondbacks. This lively and entertaining evening underscored this year's theme of "community" while providing an opportunity for conference participants to enjoy some major league entertainment.

Tuesday, September 15th

On Tuesday morning, the PDC General Session kicked off with a Welcome Address delivered by



ACCSC Commission Chairman Jack Forrest welcomes participants to the PDC

Jack Forrest, Chairman of the Commission. In his address to the membership, Chairman Forrest shared several highlights from the Commission's strategic body of work, and provided an overview of many of ACCSC's accomplishments over the past year. Immediately following the Welcome Address, Dr. Michale McComis provided the membership with the Executive Director's Report, which emphasized how the Commission has attempted to reflect, refocus, and refine its accreditation efforts over the past year. Dr. McComis also emphasized a number of new initiatives of significant importance, including the

Commission's adoption of revisions to the **Student Achievement Standard**, as well as ACCSC's **rebranding initiative**. Although not officially launched until October 1st, Dr. McComis also unveiled ACCSC's new logo for the first time in public, which certainly added to the buzz of the conference.

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Immediately following the General Session, conference participants participated in a number of educational break-out sessions that showcased the expertise brought forth from the ACCSC membership, including:

- **Creating Effective Presentations with Electronic Documents** with Kristi Mollis, President/CEO of Everglades University and Lisa Miles, ACCSC's Manager of Field Operations;
- **Ten Traits of Highly Effective Instructors** with Dr. Michael Lanouette, Chief Academic Officer, Remington Colleges;
- **How to Wield Technology to Improve Student Performance** with representatives from The Art Institutes of California;
- **Student Services: A Student-Centered Retention Improvement Plan** with Sabrina Kay, Chairman/CEO of Fremont Colleges and Elizabeth Hope, Director of The Make-Up Designory;
- **Articulation Agreements: Partnerships that Strengthen Student, Community, and Institutional Connectivity** with Jon Cline, Director of The Refrigeration School and Timothy McMahon, President of Triangle Tech;
- **A Call to Service: The Benefits of Volunteerism in your Community** with Carla Horn, Director of YTI Career Institute – Mechanicsburg; Robin Le Van, Director of Marketing for Vatterott Colleges; and Yasith Weerasuriya, President of Stanbridge College;
- **Maximizing Community Engagement: Maximizing Graduate Placement** with Mary Cano, Executive Vice President of Western Technical College; Kari Nysather, Executive Director of Career Services, Kaplan Higher Education; and Tim Rodgers, Director of Central Career School;
- **Distance Education: Building a Community of Learners** with Dr. Joel English, Executive Director of Centura College and James Chellis, CEO of Comcourse Learning Solutions; and
- **The Higher Education Opportunity Act: Implications for Accreditors and Schools** with Ronald S. Blumenthal, Senior V.P., Kaplan Higher Education and Dr. Marshall Hill, Executive Director of the Nebraska Coordinating Commission for Postsecondary Education.

The day's activities wrapped up with ACCSC's Awards Ceremony and Reception (*see related stories in this edition of The Standard*), and a series of Community Dinners, in which conference participants had an opportunity to further network with colleagues at some of San Diego's finest restaurants.

Wednesday, September 16th

The final day of the conference began with one of the most entertaining and engaging Key Note Addresses in recent memory. Mark Scharenbroich, affectionately known in many circles as Mark the Teacher, shared his "Nice Bike" approach with conference participants. In this dynamic, humorous, and at times poignant address, Mark shared his belief that by acknowledging, honoring, and by making connections with people, the ACCSC community of schools can instill greater passion in their work, establish a profound relationship with their students, and positively impact student achievement.



Mark Scharenbroich delivers an energetic Key Note Address

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The PDC wrapped up with a final series of educational break-out sessions, including:

- **Building a Community of Peers: Volunteerism and Accreditation**, a roundtable discussion with ACCSC Commissioners, Team Leaders, and other volunteer members;
- **ACCSC Strategy Session: Accountability in a New Economy** with Jack Forrest; Dr. Arthur Keiser, Chancellor of the Keiser Collegiate System; and Dr. Michale McComis; and
- **Integrating eLearning Tools Into Your Learning Environment**, sponsored by Elsevier and featuring Dr. John King, Chief Academic Officer of Lincoln Educational Services.

With the conclusion of the third annual PDC, ACCSC would like to take a moment thank our partners from the membership that made this an incredibly successful event, as well as to recognize Elsevier for their support and sponsorship. The Commission hopes to continue on with the success of this year's PDC, and is looking forward to another dynamic, engaging conference next year!

Commission Announces Name Change, Adopts New Logo

Effective October 1, 2009 the Accrediting Commission of Career Schools and Colleges of Technology (ACCST) announced the full transition to its new name, the **Accrediting Commission of Career Schools and Colleges (ACCSC)**.



As part of the name change initiative, ACCSC has updated its electronic resources and contact information as follows:

Web-site: www.accsc.org

E-mail Extension: @accsc.org

Logo: ACCSC's new logo and promotional guidelines are available for download by [clicking here](#).

Please update your records to reflect the Commission's new name, website address, and e-mail extension for all ACCSC staff in accordance with this change. In order to ensure a smooth transition, e-mail messages sent to the @accst.org extension will automatically forward to the recipient at the @accsc.org extension for the foreseeable future.

Please note that ACCSC's mailing address and telecommunication numbers remain the same:

Accrediting Commission of Career Schools and Colleges (ACCSC)
2101 Wilson Boulevard, Suite 302
Arlington, Virginia 22201
703.247.4212 (phone)
703.247.4533 (fax)
www.accsc.org (web)

[Click here to download a complete Name Change notice.](#)



Executive Director's Report

By Michale S. McComis, Ed.D.

On September 14-16, 2009 ACCSC held its 3rd Annual Professional Development Conference in San Diego, California. The theme of the conference centered on "community" and chief among the reasons why we chose that theme is ACCSC's commitment to serving as a partner with our member institutions in the endeavor to deliver quality education to students. Essentially, working with member institutions to help those institutions achieve higher levels of success is a fundamental component of accreditation and should never be lost in the midst of measuring compliance.

Our goal in this regard, as lofty as it may be, is for our accredited-institutions to see ACCSC as a resource and as a partner in student success. This, we believe, is a key value proposition of ACCSC accreditation. When you have a question about a standard, our goal is to have an answer for you. When you have questions regarding your school's operations or growth, we may be able to offer insights that you have not considered. If you have suggestions for how we might improve, our goal is to listen. If you believe that we have not lived up to our core values, you should let us know that too. A good partner works to bolster the success of those within the partnership dynamic. Thus, while we certainly understand that we have a regulatory role to play and we take that role seriously, we also know that we have a role to play in offering services and developing best practices that make our schools better.

We know that the improvement of our agency is a critical part of our ongoing success. Recently, we engaged the National Center for Higher Education Management Systems to conduct a Systematic Program of Review regarding the validity and reliability of our *Standards of Accreditation* (*see related article on page 15*). If you received a survey from NCHMES, I hope that you took the time to provide your feedback and thoughts. We have also revised several important areas of our *Standards of Accreditation*, placing an added focus on program design and development, and student assessment and learning when evaluating measures of student achievement. We believe that the new standards will challenge institutions to show in a variety of new ways how students learn in their programs and how institutions make their own assessments regarding student achievement. Also, our new name, ACCSC, is meant to improve our representation of the broad spectrum of our community and to focus on the career-orientation of our mission focus.

As I complete my first year as ACCSC's Executive Director, I have taken the time with our Board, our staff, and our member institutions to reflect on our past successes and challenges, to begin to refine our standards and processes, and to rebalance the organization as a means to achieve optimal performance and results both internally and externally. We have begun to take steps in these regards and I know that more will need to be taken. The key is to define our role within our community and to take a leadership role from there.

Michale can be reached via email at mccomis@accsc.org or via telephone at 703.247.4520.

Chairman's Corner

By Jack Forrest, Chairman of the Commission

Greetings!

Welcome to the ACCSC newsletter, *The Standard*. I want to thank all the ACCSC staff members who have worked so diligently to put together this edition and whose efforts all year long, year after year, contribute so much to our member institutions.

I also want to extend a big "thank you" to each of the hundreds of volunteers from our member schools for giving so willingly of their time and expertise. Without your contributions, the accreditation process as we know it simply could not exist. The collective efforts of our volunteers; team leaders, education specialists, degree committee members, progress review committee members, financial review committee members, and Commissioners make the peer review process viable and affordable for our member institutions. Our member institutions and our students are the beneficiaries of your efforts and generosity. Again, thank you for all that you do. And thank you, school owners, for allowing your staff and faculty the time to participate.

For those of you who have not yet volunteered to take part in the process, I encourage you to consider becoming a volunteer. I can promise that you will be glad you did. You will meet great people, make new friends and colleagues, and learn more about how your peers operate their schools. You will also learn more than you ever imagined about your school as you contrast and compare your institution's policies, practices, and performance with what you see on team visits or in file reviews. Also, you will gain the satisfaction of knowing that you are helping good schools as they strive for continuous improvement and that, in helping our member schools get better, you are helping their current and future students, and the communities in which they live.

I also want to appeal to school owners and operators to put your name in nomination to serve as a Commissioner. I know it is difficult to be away from your schools and your students for any period of time, particularly for small schools that may be short on management and staff. And, I won't try to kid you, being a Commissioner requires a substantial time commitment. You will participate in four quarterly meetings each year, which run from Thursday through Monday or Tuesday, plus the annual Professional Development Conference, which means another few days spent away from your school. Quarterly full-Commission conference calls occur at the midpoint between the quarterly meetings, and the time required to read and review the school action files in preparation for the quarterly meetings is substantial. Sounds like fun, doesn't it? Oddly enough (and I can't actually explain this) – it is.

It is very stimulating and engaging to work collegially toward a common goal with a group of bright, knowledgeable, and dedicated people. That fact more than makes up for the amount of time and effort required to participate. Ask any former Commissioner, and he or she will likely say something like, "I can't believe how hard I worked, but when I look back on my term as a Commissioner, I can't believe how rewarding it was and how much I enjoyed it."

We need to continue to have the voice of the owners and operators of our smaller schools and school groups represented on the Commission. Again, I understand how difficult it is for you to take time away from your organizations. But if you don't, then who will represent the viewpoints and sensitivities of your schools and groups? Please give some thought to making the commitment to serve as a Commissioner. *-continued on next page page-*

Chairman's Corner *-continued from previous page-*

Also, I can't close without emphasizing that the Commission and the staff are here to serve you. The Commission staff is a very knowledgeable and talented group of professionals who will be happy to assist you in interpreting and applying the *Standards of Accreditation* and help you gain an understanding of the underlying reasons for each standard. The staff members are approachable and eager to help you in your efforts to continuously improve your institution and better serve the needs of your students. Please do not hesitate to call on them for assistance.

I hope you find this edition of the newsletter informative and useful. We encourage you to provide comments and suggestions about the newsletter, including suggested topics for articles.

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ACCSC Seeking Nominations to Fill Commissioner Vacancies

The ACCSC Nominating Committee invites the submission of potential candidates for election to serve on the ACCSC Board of Directors as a Commissioner. During this nomination cycle, the ACCSC Nominating Committee is charged with filling four (4) vacancies on the Commission to serve the following terms:

- 2 School Commissioners for terms extending through June 30, 2014.
- 2 Public Commissioners for terms extending through June 30, 2014.

The two vacant School Commissioner seats will be filled through the membership election process, while the two vacant Public Commissioner seats will be appointed by the Commission after the members of the Corporation have had the opportunity to comment, as set forth in *Section 1.04* of the ACCSC *Bylaws*.

Please note that the deadline for submission is **November 16, 2009**.

Serving on the Commission involves a strong commitment to higher education. It is an opportunity to improve the quality of all accreditation activities and to network with an array of outstanding people in the field. We hope that you will give serious consideration to serving on the Commission or in helping to identify the best people to function in this capacity.

If you have any questions or comments regarding the requirements of serving as an ACCSC Commissioner, please contact Michale McComis, Executive Director, at 703.247.4520 or via e-mail at mccomis@accsc.org. For questions concerning the submission of the Commissioner nomination forms, please contact Holly Miller at 703-247-4524 or via email at hmillers@accsc.org.

Click here to download a copy of the Commissioner Nomination Packet.

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ACCSC Recognizes 2009 Volunteers of the Year

This year, the Commission announced the creation of a new award, The Volunteer of the Year Award, which recognizes volunteers from the membership who have made a significant contribution to career education and the ACCSC community through his or her dedication to the accrediting process. ACCSC is pleased to recognize two outstanding individuals who have dedicated their time and significant talents to the Commission, Valerie Njie and Richard Armbruster.



Val Njie is joined by Dr. Paul Bott,
immediate-past ACCSC Chair

Valerie Njie of Bidwell Training Center in Pittsburgh, Pennsylvania is one of ACCSC's most prolific Team Leaders. Val participated in ACCSC's Team Member Training in 2000 and since that time has conducted over 50 on-site evaluations on behalf of the Commission. In 2007, she also became a member of the ACCSC Standing Appeals Panel. Service and volunteerism have played an integral part of Val's life and she is active in several professional and social organizations located throughout the Pittsburgh area. Val has dedicated her time and talent by serving on numerous boards including the Pennsylvania Association for Adult and Continuing Education, the Association for Supervision and Curriculum Development, the National Association of Female Executives, and the Pennsylvania Black Conference

on Higher Education, just to name a few. There is no doubt that ACCSC is a better organization thanks to Val's efforts. Her commitment and dedication to higher education and her tireless efforts to serve on ACCSC on-site evaluation teams as well as the Appeals Panel make her a deserving recipient of this award.

Richard Armbruster was one of the founding members of ACCSC and continues to be a dedicated and hard working volunteer. After serving two four-year terms on the Commission, Rich continued to volunteer for many years as an Appeal Panel member. Today, he continues to serve the Commission as a member of the Financial Review Committee. Throughout his professional career Rich has been active in community and professional organizations. He served on the boards of both the Maryland and Virginia associations of private career schools and colleges including a term as president of the Maryland Association of Postsecondary Career Schools. Rich has also served on a variety of committees of the Maryland Higher Education Commission including the Secretary's advisory committee and an *ad hoc* committee formed to study and recommend regulations for the associate of applied science degree. Rich's dedication to the Commission and career education made him an excellent candidate for this award. His perspective, passion for education, and vision for accreditation have had a tremendously favorable impact on ACCSC and the schools that we serve.



Richard and Sue Armbruster

Please join the Commission in recognizing our 2009 ACCSC Volunteers of the Year, Richard Armbruster and Valerie Njie.

2009 ACCSC Graduate of the Year: Denise Crall

The Graduate of the Year Award provides the Commission with a unique opportunity to recognize an exceptional individual from the ACCSC community of schools who is making outstanding contributions to their profession. Through the Graduate of the Year Award, the Commission recognizes an individual who not only has demonstrated outstanding scholastic achievement, but perseverance and commitment within his or her profession. This year, ACCSC is pleased to recognize Denise Crall, a graduate of the Aviation Institute of Maintenance in Kansas City, Missouri as the 2009 Graduate of the Year.

Denise Crall graduated from the Aviation Institute of Maintenance in Kansas City, Missouri, in May 2008 with an FAA Aviation Maintenance Technician's license. As a student at AIM-Kansas City, Denise successfully completed her course of required studies, passed all of the FAA required testing requirements and is currently working for Mesaba Airlines as an Aircraft Maintenance Technician.

Denise displayed excellent academic progress throughout her time at AIM-Kansas City by maintaining a GPA of 3.9, but her success did not come without sacrifice. Denise commuted from East Central Iowa to Kansas City almost every weekend, a 3 hour drive each way, to attend classes. As a single mother, she also worked a full time job while attending school to pay for the program and support her family. While enrolled in the program, Denise was diagnosed with cancer and was forced to take a leave of absence. After undergoing successful surgery and treatment, she returned to school even more determined to complete the program. Despite all of these challenges, Denise maintained a perfect attendance record, achieved high grades and found time for volunteer work to gain hands-on experience in her new career field. Her inspiring dedication, perseverance, and hard work make her an excellent choice for this award.



Michale McComis and Susan Johnson, ACCSC Awards Committee Chair, with Denise Crall

Please join the Commission in congratulating Denise Crall, the 2009 ACCSC Graduate of the Year.

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2009 ACCSC Instructor of the Year: Chef Victor McNulty

During the annual Awards Ceremony hosted as part of the Professional Development Conference, the Commission also had an opportunity to provide recognition to an outstanding individual from the ACCSC community of schools through the Instructor of the Year Award. The Instructor of the Year Award is presented to an individual who is providing outstanding career and technical instruction at an ACCSC accredited institution, and who has made significant and positive contributions at their school and within their community. Nominees for this award must consistently exhibit excellent teaching practices and have made significant contributions to the development of innovative, unique, and effective programs that serve student needs in the best possible manner. This year, the ACCSC Awards Committee had many worthy candidates and faced a difficult decision in making the selection for the Instructor of the Year. However, the winning candidate truly embodies the characteristics and qualities of an outstanding, dedicated, passionate instructor: Chef Victor McNulty of the Culinary Academy of Long Island. *-continued on next page-*

ACCSC Instructor of the Year *-continued from previous page-*



Michale McComis with Chef Victor McNulty

Chef Victor has made a tremendous impact on the Culinary Academy of Long Island during his five-year tenure in many ways, including creating new programs and providing unique educational opportunities for his students. As a graduate of another ACCSC-accredited institution, The French Culinary Institute, Chef Victor has used both his professional and educational experience to inspire and motivate students. His charitable contributions are stellar and he regularly gives his time to organizations such as The Interfaith Nutritional Network, and The Family Residences and Essential Enterprises, Inc. among many others. He encourages the same sense of goodwill in his students and always involves them in all of his charitable endeavors.

As one of his students noted, "Chef Victor makes coming to class every day exciting. He has been blessed not only with culinary skills but also with the ability to teach and to share his passion for what he does. Chef Victor's abilities stretch far beyond the classroom. He always goes above and beyond to do whatever is necessary to make himself available to any student who has a question or just a desire to learn."

Please join the Commission as we celebrate the achievements of the 2009 ACCSC Instructor of the Year, Chef Victor McNulty.

Glenda Ward Recognized as ACCSC Staff Member of the Year

The Staff Member of the Year Award is given to the staff member who has made a significant contribution to the work of the Commission and in the opinion of the ACCSC staff, serves as a role model by showcasing exemplary work ethic, excellent daily performance, and a professional commitment to our organization's core values of integrity, teamwork, accountability, continuous improvement, and open communication. At this year's Awards Ceremony, ACCSC was pleased to announce that Glenda Ward, who serves in the critical role of Front Desk Assistant, had been selected as the 2009 Staff Member of the Year.

Glenda has been with the Commission since 2006 and in her role as the Front Desk Assistant she has been a driving force behind many of ACCSC's day-to-day activities. Though Glenda often spends the majority of her time working behind the scenes ensuring that the office is running as efficiently and effectively as possible, she is often the first person you reach when you contact the Commission. She does an amazing job fielding questions and providing the critical guidance required by our constituents, always with a positive attitude and the highest level of professionalism. Glenda has impressed upon the members of the ACCSC staff the value of accountability and has shown great initiative in enhancing how we communicate as an organization.



Glenda Ward and Michale McComis

Please join the Commission in congratulating Glenda Ward on a wonderful professional year with ACCSC and on her selection as the 2009 Staff Member of the Year.

ACCSC Celebrates 2009 Institutional Award Winners

One of the highlights of this year's Professional Development Conference came with the presentation of the 2008-2009 ACCSC Institutional Awards during the Annual Awards Ceremony. The first Institutional Award, the **ACCSC School of Distinction Award**, recognizes member schools that have demonstrated a commitment to the expectations and rigors of ACCSC accreditation, as well as a commitment to delivering quality educational programs to the students, graduates, and employers who deserve our best work. Through this award, it is the Commission's intent to recognize the importance of this significant achievement, including completing the accreditation process without stipulation, and fulfilling all reporting requirements required as an ACCSC-accredited institution.

The following institutions successfully completed the accreditation process and were reviewed by the Commission from August 2008 through May 2009. ACCSC is pleased to recognize these School of Distinction Award recipients:

Acupuncture & Massage College <i>Miami, FL</i>	Advance Science Institute <i>Hialeah, FL</i>	Advance Welding Institute <i>South Burlington, VT</i>
Aguadilla Technical College <i>Manati, PR</i>	American Institute <i>Pompano Beach, FL</i>	ATI Career Training Center <i>Richardson TX</i>
Aviation Institute of Maintenance <i>Houston, TX</i>	Aviation Institute of Maintenance <i>Orlando, FL</i>	Bayamon Community College <i>Bayamon, PR</i>
Blue Cliff College <i>Alexandria, LA</i>	Colegio Tecnico de Electricidad – Galloza <i>Aguada, PR</i>	CollegeAmerica <i>Flagstaff, AZ</i>
Delta Technical College <i>Horn Lake, MS</i>	Escuela de Peritos Electrecitas <i>Isabela, PR</i>	Everest College <i>Merrillville, IN</i>
Everest Institute <i>Kalamazoo, MI</i>	Fremont College <i>Fremont, CA</i>	IntelliTec College <i>Colorado Springs, CO</i>
J & J Hair Design <i>Senatobia, MS</i>	Kaplan College <i>Stockton, CA</i>	Kaplan College <i>Riverside, CA</i>
Kaplan College <i>Modesto, CA</i>	Kaplan College <i>Vista, CA</i>	Kaplan College <i>San Diego, CA</i>
Keiser Career College <i>Miami Lakes, FL</i>	Make-Up Designory <i>New York, NY</i>	Medix School – West <i>Baltimore, MD</i>
Oklahoma Health Academy <i>Tulsa, OK</i>	Oklahoma Health Academy <i>Moore, OK</i>	Onondaga School of Therapeutic Massage - Rochester, NY
Ponce Paramedical College <i>Ponce, PR</i>	Professional Electrical School <i>Manati, PR</i>	Sharps Academy of Hairstyling <i>Grand Blanc, MI</i>
The Culinary Institute of America <i>Hyde Park, NY</i>	Universal Technology College of Puerto Rico - Camuy, PR	Utah Career College <i>Layton, UT</i>

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ACCSC Celebrates 2009 Institutional Award Winners ~continued from previous page~

In 2008, ACCSC announced the implementation of a new institutional award, the **ACCSC School of Excellence Award**. Through the School of Excellence Award, the Commission recognizes those institutions for their efforts in demonstrating a high-level of achievement among their students. In order to be eligible for the award, a school must meet all of the criteria for the School of Distinction and a majority of the schools' graduation and employment rates from all programs offered must meet or exceed the average rates of graduation and employment among all ACCSC-accredited institutions.

The following institutions successfully completed the accreditation process and were reviewed by the Commission from August 2008 through May 2009. We are very pleased to recognize these School of Excellence Award recipients:

Abdill Career College <i>Medford, OR</i>	August School of Massage <i>Evans, Georgia</i>	Baran Institute of Technology <i>East Windsor, CT</i>
Carnegie Institute <i>Troy, MI</i>	Catherine E. Hinds Institute of Esthetics <i>Woburn, MA</i>	Central Career School <i>South Plainfield, NJ</i>
Concorde Career College <i>North Hollywood, CA</i>	Conservatory of Recording Arts & Sciences - Tempe, AZ	Denver School of Nursing <i>Denver, CO</i>
ECPI Technical College <i>Glen Allen, VA</i>	Everest College <i>Ontario, CA</i>	FlightSafety Academy <i>Vero Beach, FL</i>
Greater West Town Training Partnership <i>Chicago, IL</i>	Industrial Technical College <i>Humacao, PR</i>	Interior Designers Institute <i>Newport Beach, CA</i>
Island Drafting and Technical Institute <i>Amityville, NY</i>	Kaplan College <i>North Hollywood, CA</i>	Keiser Career College <i>Greenacres, FL</i>
Lebanon County Career School <i>Lebanon, PA</i>	Lincoln Technical Institute <i>Whitestone Green, NY</i>	Platt College <i>San Diego, CA</i>
Porter and Chester Institute <i>Stratford, CT</i>	Porter and Chester Institute <i>Enfield, CT</i>	Sandford-Brown Institute <i>Pittsburgh, PA</i>
Serbia's Technical College <i>Guayama, PR</i>	Stanbridge College <i>Irvine, CA</i>	TESST College of Technology <i>Beltsville, MD</i>
The Williamson Free School of Mechanical Trades - Media, PA	Triangle Tech <i>Pittsburgh, PA</i>	Triangle Tech <i>Dubois, PA</i>
Triangle Tech <i>Greensburg, PA</i>	Universal Technical Institute <i>Avondale, AZ</i>	Universal Therapeutic Massage Institute, Inc. - Albuquerque, NM
VET Tech Institute <i>Pittsburgh, PA</i>	WyoTech <i>Blairsville, PA</i>	WyoTech <i>Long Beach, CA</i>

Please join the Commission in congratulating the 2009 ACCSC Schools of Distinction and Schools of Excellence.

Accreditation Watch: October 1, 2009 Accreditation Alert

The ACCSC *Accreditation Alert* provides guidance to accredited schools regarding the adoption of additions and revisions to the *Standards of Accreditation* and reflects the Commission's final adoption of additions and revisions to the *Standards of Accreditation*. On October 1, 2009, the Commission issued an *Accreditation Alert* which includes announcements in the following areas:

New Electronic Election and Ballot Process

Pursuant to the revised Bylaws, the Commission will begin to conduct elections using electronic balloting. Critical to the success of this endeavor is that each accredited institution ensures that it has filed a correct e-mail address for the on-site director with the Commission through the ACCSC Annual Report Portal-School Info Tab. In addition, it is important that each accredited institution's IT infrastructure recognize messages from the Commission as high importance (i.e., not spam or junk mail) and that all spam filters are adjusted to recognize and allow messages from accsc.org and accsct.org. The Commission will use the electronic balloting process in the upcoming Nominating Committee Election scheduled for October 7, 2009 as well as all future elections. The Commission considers it the responsibility of each accredited institution to ensure that the main contact e-mail address on file with the Commission is current at all times.

Revisions to the Rules of Process and Procedure, Standards of Accreditation Effective October 1, 2009

Section III (G), Rules of Process and Procedure, Standards of Accreditation

The Commission has made a technical revision to this section to include the term "cancellations" consistently throughout (p.15).

Section V (C), Rules of Process and Procedure, Standards of Accreditation

The Commission has made technical and conforming revisions to the Financial Reporting language in order to align with the ACCSC Instructions for the Submission of Financial Statements and Related Information (p.33).

Section VII (I), Rules of Process and Procedure, Standards of Accreditation

As proposed in the June 11, 2009 *Call for Comment*, the Commission has included "Heightened Monitoring" as an available action for use when the Commission determines that on-going monitoring of a school's compliance with accrediting standards is warranted (pgs. 41-42). As set forth in this new language, Heightened Monitoring is not considered "Reporting" and as such the restrictions associated with Reporting do not apply to schools placed on Heightened Monitoring. Subsequent sections have been re-codified to align with the inclusion of this additional action.

Section VII (P), Rules of Process and Procedure, Standards of Accreditation

The Commission has made a technical revision to replace the term "involuntary withdrawal" with "revocation of accreditation" in order to align with other sections in the *Standards of Accreditation* (p. 45).

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Accreditation Watch *-continued from previous page-*

Section VII (Q), Rules of Process and Procedure, Standards of Accreditation

As proposed in the June 11, 2009 *Call for Comment*, the Commission has expanded the illustrative list of "Other Actions to Monitor Ongoing Compliance" (p. 46).

Section VIII (C), Rules of Process and Procedure, Standards of Accreditation

The Commission has included as a footnote the language issued in the April 3, 2009 Interpretative Guidance regarding the allowance of new financial information in the appeals process (p. 48).

Revisions to the Substantive Standards, Standards of Accreditation **Effective October 1, 2009**

Section I (D), Substantive Standards, Standards of Accreditation

As proposed in the March 30, 2009 *Call for Comment*, the Commission has revised the refund policy disclosure requirements to state that "[t]he refund policy must be disclosed consistently in the catalog and enrollment agreement and the language in the catalog and the enrollment agreement shall not be in conflict" (p. 62).

Section II (A)(1 & 2), Substantive Standards, Standards of Accreditation

As proposed in the June 11, 2009 *Call for Comment*, the Commission has included two new sections regarding "Program Design and Development" and "Program Evaluation" (pgs. 64-65).

Section VII, Substantive Standards, Standards of Accreditation

As proposed in the June 11, 2009 *Call for Comment*, the Commission has revised this section in its entirety and included sections regarding "Student Learning" and "Student Assessment" and a "Glossary of Assessment Terms" (pgs. 85-89). The revisions are substantively in accord with the proposals put forth in the June 11, 2009 *Call for Comment*; however, the Commission made modifications to the language pertaining to leaves of absence and the publication of probation and termination policies.

Graduation and Employment Chart, Forms, Standards of Accreditation

The Commission has modified the definition of a "Start" in the Glossary of Terms included with the Graduation and Employment Chart to state that "any student enrolled 15 days from the scheduled start date of the program must be classified as a "start" for the purpose of reporting students on the Graduation and Employment Chart." A revised version of the Graduation and Employment Chart dated October 1, 2009 is available on the Commission's website at www.accsc.org.

Revised Version of the ACCSC Standards of Accreditation

A revised version of the ACCSC *Standards of Accreditation* dated October 1, 2009 that includes all of the changes described above is available on the Commission's website by **clicking here**.

Click Here to download a full version of the October 1, 2009 Accreditation Alert

Monograph Series Brochure: *Maximizing Program Advisory Committees*

ACCSC has released the latest brochure in its Monograph Series, *Maximizing Program Advisory Committees*. This brochure explains why an institution needs effective Program Advisory Committees, describes how to successfully establish and operate a committee, and provides ideas on how to evaluate and reap the benefits of a Program Advisory Committee's success to meet the program's need for continuous performance improvement. Topics include:

- Understanding the Role of Program Advisory Committees
- Determining Member Qualifications
- Identifying and Recruiting Members
- Program Advisory Committee Responsibilities
- Planning and Running Effective Meetings
- Evaluating Committee Success and Making Improvements

[Click here to download a full-color PDF version of the *Maximizing Program Advisory Committees* brochure.](#)

The ACCSC Monograph Series brochures are designed to provide guidance on some of the more technical areas of ACCSC accreditation and to provide guidance to ACCSC-accredited schools in the cycle of continuous performance improvement, self-evaluation, and self-improvement processes and practices. Through the *Monograph Series*, the Commission hopes to help our accredited schools to comply fully and accurately with the *Standards of Accreditation*, achieve institutional success, and ensure that students are well prepared to enter the workforce.

[Click here to access the ACCSC Monograph Series online library.](#)

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Commission Launches Systematic Review of the Standards of Accreditation

ACCSC is conducting a systematic program of review of the *Standards of Accreditation* and has established a contract with the National Center for Higher Education Management Systems ("NCHEMS") located in Boulder, Colorado. NCHEMS is a private, nonprofit organization whose mission is to improve strategic decision-making in higher education and has served various higher education sector clients in the United States and abroad.

On behalf of ACCSC, NCHEMS is in the process of conducting a comprehensive and systematic review of the ACCSC *Standards of Accreditation*. In particular, NCHEMS has embarked upon a membership survey instrument that is presently being distributed to each ACCSC-accredited main and branch campus; the surveys are being distributed to on-site school administrators. The ACCSC membership should have received an e-mail communication from Dr. Karen Paulson at NCHEMS regarding the Systematic Program of Review.

Please contact Thomas J. Cornacchia at tcornacchia@accsc.org or at 703.247.4507, if you have any questions with regard to the survey or the research being conducted.

In Memoriam: William A. Goddard

William A. "Bill" Goddard was the first full-time Executive Director of the National Association of Trade and Technical Schools (NATTS), which would later become ACCSCT and ACCSC, and served in that capacity for seventeen years from 1966 to 1983. Mr. Goddard was in attendance at the first NATTS Organizing Meeting on March 19, 1965 in Chicago, Illinois and served as Chairman of the Business Standards Committee prior to being selected as the Executive Director. During his career, Mr. Goddard also served as President of the Florida State Association of Private Schools and was very active in several regional and national school associations. He was also very involved in the accrediting activities of the National Home Study Council and the Accrediting Commission for Business Schools.

Under Mr. Goddard's leadership, the NATTS Accrediting Commission received recognition from the United States Department of Education in 1967 as a private, non-profit, independent accrediting agency which confirmed the Commission's status as a reliable authority for the establishment of educational standards.

Bill Goddard, 77, died August 9, 2008 of heart failure in Frostproof, Florida. He is survived by his wife, Louise, one son, David and two grandchildren.

Please join ACCSC as we remember Bill Goddard.

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2008 Annual Report Review: School Characteristics and Student Achievement Outcomes

One of the many ways that ACCSC verifies the effectiveness of its work is through detailed analysis of its member schools' characteristics and performance, and through the development and enforcement of its student achievement accountability standards. The Commission recently completed its analysis of the 2008 Annual Report of ACCSC-accredited institutions and found once again that our member institutions continue to demonstrate significant institutional and student success through their rates of student graduation and employment attainment. These data are important indicators and are used by ACCSC to better understand its accredited institutions and the trends associated with career education, as well as to develop the Commission's accountability standards.

Overall, the analysis of the 2008 Annual Report shows that ACCSC-accredited institutions continue to grow in terms of student population, but remain consistent with respect to student demographics. Data also shows that ACCSC-accredited institutions continue to provide training in small school formats, and serve a large percentage of non-traditional and ethnic minority students in urban and suburban settings.

The Commission has also seen a steady increase in new program and degree program applications over the course of the last several years, which contributed to a higher number of programs reported in 2008. In fact, the overall percentage of ACCSC degree granting institutions has increased to 41%, and the Commission continues to collect more graduate and employment data on the high number of degree programs approved in the early 2000s.

[Click here to view the School Characteristics and Student Achievement Outcomes brochure for 2008.](#)