

AFFILIATION TEAM #19: ACCREDITATION COMMITTEE CHARTER

6/21/23 (Formerly AIT#13)

1. Committee Title. Affiliation Implementation Team #19: The Affiliation Accreditation Committee

2. Initiative Background: Fort Hays State University, Northwest Kansas Technical College, and North Central Kansas Technical College are undertaking a formal affiliation to provide stronger, forward-looking educational programs and services to the people, businesses, and communities of rural Kansas. Details are available in the Draft Affiliation Framework incorporated as part of this document. As the Affiliation constitutes a Change of Control under the Higher Learning Commission's (HLC) accreditation guidelines, it is imperative that the Affiliation members apply for and receive HLC approval for the change of control, demonstrating that the institutions will continue to be in compliance with all HLC accreditation standards following the change in control. This process involves submitting the required documentation by 11/17/23 for final consideration at the HLC's summer 2024 meeting. (See the Higher Learning Commission Change of Control Document appended to this Charter.) This Affiliation Implementation Team will be responsible for ensuring the Change of Control Process is completed successfully and on time.

3. Committee Sponsor: Affiliation Implementation Steering Committee (AISC)

4. Committee Structure

- a. Committee Chair: Joe Bain
- b. Members: Lisa Blair (AISC liaison, NWKTECH HLC liaison); Jennifer Brown ((NCKTECH HLC liaison); Corey Isbell (AISC liaison); Angela Pool-Funai (FHSU HLC liaison)
- c. Conditions of membership: Members of the Accreditation Committee are appointed by and serve at the direction of the AISC. The Accreditation Committee may invite other individuals to participate on an as-needed basis, but any invitees will not become regular members unless approved by the AISC.
- d. Meetings. The Accreditation Committee will meet regularly on a schedule that is recorded in the AISC calendar (see 7). It will brief AISC monthly and as needed.
- e. Term of service. The Accreditation Committee's initial term of service is through completion of its deliverables. This schedule may be amended or extended by the AISC.

5. Committee Charge:

- a. Responsibility and authority
 - i. The Accreditation Committee is responsible for fulfilling the terms of this Charter as it may be revised from time to time with AISC approval, meeting all deliverables on time and on budget.
 - ii. The Accreditation Committee has the authority to develop and use its own processes and methods in meeting the Deliverables within the constraints of this Charter or as directed by the AISC.
- b. Deliverables
 - i. The Accreditation Committee will complete and submit the Change of Control Application by 11/17/23. It will track and coordinate with the responsible parties for all associated tasks itemized in the Change of Control Document to be completed before the November deadline and for any associated tasks occurring between the November submission and final HLC action scheduled for summer 2024.
 - ii. The Accreditation Committee will brief AISC on its activities no less than monthly and as necessary to ensure all tasks will be successfully completed on time.

6. Resources

- a. Staff. The Accreditation Committee will coordinate with the AISC's Project Manager.
- b. Budget. The AGC has budgeted \$60,000 for costs associated with HLC's Change of Control Process. The Committee will track and report these costs to AISC as they are encumbered.

7. Committee Calendar: The Accreditation Committee will maintain a calendar of meetings and briefings tied to its Deliverables.

8. Incorporated Documents

- Draft Affiliation Framework v 1/6/23
- Affiliation Implementation Structure Table of Organization
- HLC Application Timeline (Critical Path)
- Schedule of meetings and briefings

Approval _____Joey Linn 9-25-2023_____ (AISC)

Revised and approved_____ (AISC)