Policy Summary:

This policy is intended to clarify the process for seeking accreditation or reaccreditation and who is responsible for the costs.

Scope:

All employees of University of Michigan-Flint are included in this policy.

Policy Statement:

Higher Learning Commission (HLC):

- HLC accreditation is a shared responsibility for the entire campus community.
- The Provost is the campus lead and will determine the team that will oversee this process, including the Accreditation Liaison Officer.
- The costs for the reaccreditation process (generally occurring once every 10 years) are a shared responsibility for the campus. If mid-cycle evaluation visits are required, those costs are also a shared responsibility with shared funding.
- Annual dues or other costs associated with ongoing HLC activities are not covered by this policy and are the responsibility of the Office of the Provost.
- The Accreditation Liaison Officer will be required to submit a budget through the Provost to be approved by Cabinet. The budget for the 10-year visit will ideally be submitted at the start of Year 8. Budgets for midcycle visits will be submitted one year prior to the midcycle visit.
- A single chartfield will be established to house the budget and costs.
- Financial Services and Budget will provide a monthly financial report to the Provost and Accreditation Liaison Officer.

All other accreditations or reaccreditations:

- First time accreditations must be approved by the Provost (academic programs) or appropriate Vice Chancellor (non-academic programs) prior to moving forward with accreditation:
  - The business case should weigh the costs to gain accreditation against the benefits of receiving accreditation.
- The costs associated with all other accreditations or reaccreditations are the responsibility of school, college or support unit that operate the program/function seeking accreditation.
- The school, college or support unit seeking accreditation is responsible for the financial oversight of accreditation costs.
- Concerns related to funding accreditation or reaccreditation costs must be discussed with the Provost (academic programs) or appropriate Vice Chancellor (non-academic programs) prior to undertaking the accreditation or reaccreditation process.
- Program code 11730 (Accreditation) must be used for financial activity so the campus can track the annual costs of accreditation.
- Decisions not to seek reaccreditation must be discussed with the Provost (academic programs) or appropriate Vice Chancellor (non-academic programs) prior to allowing the accreditation to expire.
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<tr>
<th>Review History</th>
<th>Version</th>
<th>Description of Change</th>
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<td>Adopted by Cabinet</td>
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<td>12/19/2019</td>
<td>1.1</td>
<td>Reviewed and approved by Cabinet with minor clarifications.</td>
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