



PUBLIC MEMBER REPRESENTATION ON THE INSTITUTIONAL ACTIONS COUNCIL

Policy Change Adopted on Second Reading

The Higher Learning Commission (HLC) Board of Trustees (“the Board”) adopted this policy on second reading at its meeting on June 23, 2022.

Background

The adopted policy changes codify that, per federal regulations, every HLC decision-making body, including individual committees of the Institutional Actions Council (IAC), must have one public member for every seven committee members.

HLC circulated these policy changes to the membership and other interested parties after the Board’s February 2022 meeting. No comments were received warranting changes in language. However, staff identified minor additional changes to clarify that the IAC only engages in decision-making activities via individual committees, not as a whole.

Implementation

This policy is effective immediately.

Adopted Policy

Wording that was deleted or revised is shown as strikethrough (~~old wording~~); new language, whether through addition or revision, is shown in bold (**new wording**). Changes between first and second reading, other than minor editing, are indicated in bold italics (*new wording*). These revisions have been made on HLC’s website at hlcommission.org/policies.

Policy Title: Institutional Actions Council

Number: INST.D.20.010

Composition, Selection, Term, and Activity

The Institutional Actions Council (IAC) shall consist of no fewer than forty (40) members who have been nominated by HLC staff and who have been appointed by the Board of Trustees. IAC members who represent institutions shall be broadly representative of institutions accredited by HLC, with attention to institutional type, control, size, and geographical distribution, and shall be current members of the Peer Review Corps. The IAC shall include representation of individuals who are academics, including faculty members, academic deans or others who have a primary responsibility in the teaching and learning process, and administrators who have a primary responsibility of providing oversight in an institution of higher education.

The IAC shall include a sufficient number of public members ~~to allow for one public member to be appointed to each committee.~~ IAC members who are representative of the public shall not be, or have a familial relationship with, current employees, consultants, owners, shareholders, or members of the governing board of any member institution, organization, or applicant thereof, or higher education agency, and shall reside or have a principal place of employment within the area of HLC's jurisdiction.

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Policy History

Last Revised: June 2022

First Adopted: June 2011

Revision History: April 2013, June 2014, November 2019, June 2020, November 2020, June 2021, June 2022

Notes: Policies combined November 2012 - 2.2(d)1.2, 2.2(d)1.2a, 2.2(d)1.2b, 2.2(d)1.2b1, 2.2(d)1.2b2. In February 2021, references to the Higher Learning Commission as "the Commission" were replaced with the term "HLC."

Related Policies: INST.D.40.010 Institutional Actions Council Processes

Policy Title: Institutional Actions Council Process

Number: INST.D.40.010

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Institutional Actions Council Processes

The IAC will conduct its work through committees, known as Institutional Actions Council Meeting Committees and Institutional Actions Council Hearing Committees. *The IAC only conducts decision-making activity through these committees, not as a full body.*

All IAC committees shall consist of at least three (3) members drawn from the current Institutional Actions Council. In rare cases other Peer Reviewers with recent IAC experience may be included on a committee. All committees shall include at least one public member **for every seven (7) committee members**. A member of the committee shall be assigned to act as chair; another member shall be assigned to act as recorder.

Each committee shall review the full written record of the evaluation, as defined in this policy section, and the rationale related to any recommendation.

The committee may make findings of fact related to any matter under consideration and may substitute its judgment for that of any evaluation team or panel, based on the same evidence or different evidence, where there is a reasonable evidentiary basis for such substitution. The rationale for a committee's findings that differ from the findings of a previous evaluation team or panel shall be explained in the committee record.

When the committee's review results in a final action, its record shall be the basis for HLC President's action letter. When the committee's review results in a recommendation to the Board, its record shall be forwarded to the Board and the institution. All decisions of a committee, whether they result in actions or recommendations, are made by majority vote.

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Policy History

Last Revised: June 2022

First Adopted: June 2011, November 1998

Revision History: June 2012, November 2012, November 2019, June 2020, February 2022, June 2022

Notes: Policies combined November 2012 -2.2(d)2, 2.2(d)2.1, 2.2(d)2.1a, 2.2(d)2.2, 2.2(d)2.2a, 2.2(d)2.2b, 2.2(d)2.2b.1, 2.2(d)2.2b.2, 2.2(d)2.3, 2.2(g). In February 2021, references to the Higher Learning Commission as

“the Commission” were replaced with the term “HLC.”

Related Policies: