

## **Marine Corps University Accreditation Working Group Charter**

**1. Purpose.** This document outlines the purpose, function, membership, and role of Marine Corps University's (MCU) Accreditation Working Group (AWG), established by the President, MCU during the June 2019 President's Planning Council (PPC).

**2. Background.** MCU is authorized by the Congress of the United States and regionally accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to grant master's degrees.

a. MCU received initial regional accreditation in 1999, and was re-affirmed in 2005 and 2015. Re-affirmation required MCU to demonstrate that it complied with SACSCOC's Principles of Accreditation and had developed an acceptable Quality Enhancement Plan (QEP) to improve student learning. MCU must next submit to SACSCOC a five part "Fifth-Year Interim Report" in March 2021 demonstrating compliance with select Principles of Accreditation and the impact of the QEP.

b. Since re-affirmation in 2015, SACSCOC has adopted revised Principles of Accreditation, MCU has re-organized its headquarters staff, and there has been significant turnover in key personnel. Further, in response to challenges in implementing it as initially planned, MCU has adjusted the focus and oversight of its QEP. These factors, along with lessons learned from previous re-affirmation efforts, have led to the conclusion that a continuing oversight effort is needed to ensure ongoing compliance with regional accreditation requirements. Accordingly, at the June 2019 PPC, the President, MCU approved the establishment of the AWG to manage regional accreditation issues across MCU.

**3. Purpose and Function.** Under the oversight of the Provost, the AWG will serve as a permanent entity coordinating MCU's regional accreditation efforts in order to institutionalize those requirements and higher educational best practices throughout MCU's policies, processes, practices, and procedures. The AWG's scope includes the review and evaluation of all MCU activities related to all applicable SACSCOC policies and the Principles of Accreditation to ensure that MCU remains compliant with them on an ongoing basis. Specific lines of effort include:

a. Immediate. Oversight of current ongoing QEP implementation and the development of MCU's Fifth Year Interim Report due March 2021 per the President, MCU / Commanding General, Education Command Letter of Instruction of 25 July 2019.

b. Intermediate. Beginning on order and in no event later than August 2023, oversight and management of the development of MCU's QEP in anticipation of re-affirmation in 2025.

c. Long-term. Developing a continuing program of review to ensure that MCU's compliance with each Principle of Accreditation and applicable SACSCOC policy is assessed on at least a biennial basis.

**4. Membership.** AWG membership will consist of the following:

a. Core members: the Director, Academic Support Division (ASD)/Deputy VPAA, as MCU's Institutional Accreditation Liaison as Chair; the Director, Institutional Research,

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Assessments, and Plans; the Deputy Director, Brute Krulak Center for Innovation and Creativity; the MCU Business Manager, and the Faculty Development and Outreach Coordinator. These members have significant duties related to the development and implementation of MCU academic and business policies and practices, and assessment thereof, in regards to the requirements of regional accreditation in general and MCU's current QEP in particular.

b. Extended members: Deans and Chief Academic Officers of Marine Corps War College, School of Advanced Warfighting, Command and Staff College, College of Distance Education and Training, Expeditionary Warfare School, and College of Enlisted Military Education, and Deputy Directors of the Center for Advanced Operational Culture Learning, Lejeune Leadership Institute, History Division/Gray Research Center, and National Museum of the Marine Corps.

c. Adjunct members will be assigned as needed for discrete events, projects, and the like, such as VP or Director designated leads for producing compliance narratives, drafting reports, providing documentary evidence, or developing proposals for a QEP.

d. The Director, ASD will assign an 8802 Education Officer to serve as the AWG Secretary.

e. Other personnel may be required to attend meetings on an as needed basis.

**5. Meeting Schedule.** The AWG will meet on a regular basis to review policies, processes, practices, and procedures and recommend changes thereto, review progress in developing compliance narratives or preserving documentation, and provide advice or detailed instructions for resolving issues, or identifying issues requiring referral to the Vice President for Academic Affairs for resolution.

a. Core members will meet on a monthly basis. Full AWG meetings will occur at least quarterly, and prior to any scheduled briefs to the President, MCU or the MCU Board of Visitors (BOV). Such pre-brief meetings may also satisfy the quarterly meeting requirement.

b. The AWG can be called into session on an as-needed basis by the Chair, or as requested by the Provost or the President, MCU.

c. Due to the broad scope of the participating organization functions, attendance requirements may vary with the meeting agenda; some meetings may be discretionary for certain representatives. Meetings will generally be open to the MCU community.

**6. Committees.** From time to time, the AWG may form subcommittees, cells, and/or teams to address specific needs or concerns. These committees will report findings or recommendations in writing for discussion at the larger AWG meeting. Such reports will be appended to the AWG notes and retained as part of the permanent record.

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**7. Briefings.** The Chair will present AWG concerns and recommendations to governing bodies, such as the BOV, PPC, Executive Steering Council, or Faculty Council, and to individual leaders, such as President, MCU, the Vice Presidents, Directors or Deans, as appropriate.

**8. Review.** The ESC will review this Charter annually and make recommendations for changes as needed to meet the AWG's purpose.