



## COMMISSION ON INSTITUTIONS OF HIGHER EDUCATION

NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES

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### Policy on Selection, Ethics, and Responsibilities of Commissioners

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The Commission on Institutions of Higher Education is composed of up to 27 individuals. Up to six of every seven members are currently affiliated with member colleges and universities, including faculty and administrators employed at individual institutions or multi-institutional systems of accredited institutions or members of the governing board of a member institution. The remaining members, comprising at least one-seventh of the total, are representatives of the public interest. Each Commissioner is elected for a three-year term and is eligible to serve a second three-year term.

Commissioners are elected by a majority vote of the delegates of institutional members at its annual business meeting held in December. A slate of nominees is presented by the Commission and an opportunity is offered for nominations from the floor. In compiling its slate of nominees, the Commission solicits suggestions from the chief executive officer of each member college and university as well as interested others. Terms for Commissioners elected at the annual business meeting begin the following July 1.

Vacancies occurring on the Commission at a time other than that of the annual business meeting are filled by the Commission. Individuals elected in this manner serve until the time of the next annual business meeting where they may be nominated for the balance of a three-year term.

#### **I. Criteria for Selection**

##### **A. Commissioners Affiliated with Institutions:**

1. Balance among the wide range of accredited institutions served by the Commission: public and private; large and small; two-year, four-year, and graduate; liberal arts, church-related, professional, other specialized.
2. Balance between faculty and administrators.
3. Balance between men and women and representation of the racial and ethnic makeup of the region.
4. Representation from each of the six New England states.
5. Stature in the profession.
6. Interest in and experience with the accrediting process.

7. Willingness to devote the time necessary to fulfill the responsibilities of Commissioner.

**B. Commissioners Representing the Public Interest:**

1. Knowledge and understanding of higher education.
2. Sensitivity to the mission and goals of the diverse institutions of higher education in New England.
3. Not active as a professional educator for the past ten years.
4. Not an employee, member of the governing board, owner, or shareholder of, or consultant to an institution accredited by the Commission or which has applied for accreditation.
5. Not a spouse, parent, child, or sibling of an individual identified in 4.
6. Not a member of any trade association or membership organization related to, affiliated with, or associated with the Commission.
7. Willingness to devote the time necessary to fulfill the responsibilities of a Commissioner.

**II. Ethics**

1. Accepts and subscribes to purposes of accreditation as defined in Association/Commission policy.
2. Does not discuss matters outside of the meeting, refers all inquiries to staff or chairperson.
3. Holds in confidence all documents that come from the staff in preparation for meetings.
4. Adheres to the Commission Policy Statement on Conflict of Interest.

**III. Responsibilities**

1. Makes every effort to attend all Commission meetings and remains until business is concluded.
2. Reads documents as assigned prior to the meetings and participates in the discussion.
3. Votes according to professional judgments consistent with basic accrediting policy.
4. Recommends new or revised policy.
5. Interprets accreditation to his own institution and to others.
6. Assists the staff in training programs and other activities.
7. Serves on ad hoc committees of the Commission as requested.

*November, 1998*  
*September, 2001*  
*November, 2005*  
*March, 2010*  
*November, 2012*  
*September, 2016*