

SECTION I: PRINCIPLES AND PHILOSOPHY OF ACCREDITATION

Introduction

In pursuit of its commitment to offer students a sound education, Old Dominion University conducted a thorough self-study that began in April 1999 upon notification from SACS/COC that reaffirmation of accreditation was pending in 2002 (Old Dominion University, Self-Study Manual, March, 2000, p. 30).

- The Self-Study Process was comprehensive: it included the instructional, research, and public service missions of the university.
- The Self-Study Process was broadly participatory: it included faculty, administrators, staff members, students, and others from across the university.
- The Self-Study Process was goal-focused: it was done with the intent of improving the educational quality of the institution.

Presentation of Findings

Old Dominion University's established educational purpose is articulated in the Mission of the University and in the Major Goals of the University as presented in the Old Dominion University Catalog 2000-02, pp. 2-4. The faculty of Old Dominion enjoy academic freedom, and students are able to pursue undergraduate degrees in 64 programs, graduate degrees in 66 programs, doctoral degrees in 22 programs, and certificates of advanced study in two programs (Old Dominion University Catalog 2000-02, p. 1). Numerous undergraduate and graduate programs are accredited by specialized accrediting agencies (Old Dominion University Catalog 2000-02, p. 4-5; Old Dominion University, Programs Eligible for Professional Accreditation and Current Accreditation Status by College 1998-99).

Conclusion

The University is in compliance with the SACS/COC *Criteria*.

Recommendations/Suggestions

None

Must Statement Compliance Table
1.0: Introduction

Must Statement	Compliance Statement	Supporting Documentation <u>Exhibit Numbering Key:</u> Criteria#/MustStatement#:Exhibit
<p>Introduction. The Commission on Colleges supports the right of an institution to pursue its established educational purpose; the right of the faculty members to teach, investigate and publish freely; and the right of students to have opportunities for learning. However, the exercise of these rights must not interfere with the overriding obligation of the institution to offer its students a sound education leading to recognized certificates or degrees.</p>	Compliance	<p>Introduction/1:01 Old Dominion University, Self-Study Manual, March, 2000</p> <p>Introduction/1:02 Old Dominion University, Catalog, 2000-02</p> <p>Introduction/1:03 Old Dominion University, Programs Eligible for Professional Accreditation and Current Accreditation Status by College 1998-99.</p>

1.1 Institutional Commitment and Responsibilities in the Accreditation Process

Introduction

Old Dominion University is committed to pursuing a comprehensive, institution-wide Self-Study Process and to developing a follow-up plan addressing any weaknesses that may be identified. The University affirms that it is committed to

- searching for knowledge and disseminating it;
- ensuring integrity and cooperation in all of its operations dealing with constituents, in its relations with other member institutions, and in its accreditation activities with the Commission;
- fully participating in the activities and decisions of the Commission on Colleges; and
- providing the Commission with access to all parts of the University community.

Presentation of Findings

1.1/1 Requirement to Conduct a Self- Study

Old Dominion University is committed to the institutional Self-Study Process. Its accreditation was last affirmed in 1992, and it looks forward to reaffirmation of accreditation in 2002. Preparations for the self-study began in spring 1999, and a comprehensive schedule of activities and due dates was elaborated through the end of 2002 (Self-Study Calendar, Old Dominion University Self-Study Manual, March, 2000, pp. 30-31). After the site visit by the SACS/COC Reaffirmation of Accreditation Committee, the University will accept an honest and forthright peer assessment of institutional strengths and weaknesses.

1.1/2 Requirement for a Comprehensive Institutional Analysis

The Self-Study Process at Old Dominion University has covered every aspect of the institution, involving faculty, staff, students, administration, alumni, and the Board of Visitors (Old Dominion University Self-Study Manual, March, 2000, pp. 11-29). As a result, the University has been able to conduct a comprehensive analysis and identification of institutional strengths and weaknesses.

One of the specific objectives of the self-study plan was to conduct a broadly based Self-Study Process involving wide representation from all segments of the University community (Self-Study Purpose and Objectives, Old Dominion University Self-Study Manual, March, 2000, p. 8). To that end, an organizational structure was established consisting of the Provost, Self-Study Director, Steering Committee Chair, Steering Committee, and sixteen criteria-specific committees (Old Dominion University Self-Study Manual, March 2000, p. 9). The charge and membership of each committee are presented in the Old Dominion University Self-Study Manual (March 2000, pp. 15-29).

These are the sixteen committees:

- Principles and Philosophy of Accreditation
- Institutional Effectiveness
- Undergraduate Program
- Graduate Program and Externally Funded Grants and Contracts
- Distance Learning Program
- Continuing Education, Outreach, and Service Programs
- Faculty
- Consortial Relationships and Contracts

- Library
- Institutional Support and Information Technology Resources and Systems
- Student Development Services
- Intercollegiate Athletics
- Organization, Administration, and Related Corporate Entities
- Institutional Advancement
- Financial Resources
- Physical Resources

All segments of the University community were directly involved in the Self-Study Process (Old Dominion University Self-Study Manual, March, 2000, pp. 12-14).

Serving on the Self-Study Steering Committee were:

- 11 administrators
- 10 faculty members
- 1 staff member
- 1 student
- 1 member of the University's Board of Visitors
- 1 alumnus

Serving on the Principal Self-Study Committees were (Old Dominion University Self-Study Manual, March, 2000, pp. 15-29):

- 101 faculty members
- 44 administrators
- 8 librarians
- 14 staff members
- 12 students
- 1 member of the University's Board of Visitors
- 10 alumni
- 1 community representative

Evidence of even greater campus-wide participation in the Self-Study Process is provided by the Provost's letter to the University community (dated January 20, 2000). In this letter she announced the initiation of the University homepage for the Self-Study Process and an open meeting with Dr. Ronald Sheehy, Associate Executive Director of SACS/COC, during his kick-off visit to campus in March 2000.

**1.1/3
Requirement for
Institutional
Follow-up**

Old Dominion University is committed to self-improvement. One of the objectives of the Self-Study, in fact, was to identify opportunities for improving institutional effectiveness, even when *Criteria* are fully met or exceeded, and to define actions to address any weaknesses (Old Dominion University Self-Study Manual, March, 2000, p. 8). As specified in the Self-Study Calendar (Old Dominion University Self-Study Manual, March 2000, p. 32), the Provost and Executive Officers will develop a follow-up plan for the recommendations and suggestions of the Self-Study Report by January 2002. After the Commission's Reaffirmation of Accreditation Committee visits, and the publication of the Final Report, Old Dominion will

- respond to recommendations by August 2002; and
- implement a follow-up plan, by November 2002, for all recommendations resulting from the Self-Study Process not related to the *Criteria for Accreditation*.

Evidence of the institutional commitment to follow-up is shown in the University's recent response to the Substantive Change Committee Review of TELETECHNET conducted in 1998, and another conducted in October 2000 by a Commission Substantive Change Committee for the University's TELETECHNET sites in the state of Washington. Those reviews recommended that the University's publications should report consistently and accurately to the public the University's status and relationship with the Commission on Colleges, Southern Association of Colleges and Schools, in accordance with the format prescribed in the *Criteria for Accreditation*.

In response to these reviews, the Provost clarified the policy on representation of the University's accreditation status with SACS/COC. Her memorandum dated February 1, 1999, was addressed to all deans and directors, and her memorandum dated February 10, 1999, was addressed to the Assistant Vice President for Distance Learning and Extended Education. Subsequent memoranda from the Office of Academic Affairs were addressed to the President of the University, the Vice-President for Distance Learning, and the Vice-President for Institutional Advancement. The Vice President for Institutional Advancement was also asked to ensure that prescribed wording and format be used in any publication describing Old Dominion's SACS/COC accreditation.

**1.1/4
Commitment to
Commission
Activities and
Decisions**

Old Dominion University is committed to participation in the activities and decisions of the Commission. The Self-Study Calendar (Old Dominion University Self-Study Manual, March 2000, pp. 30-32) outlines an action plan spanning more than 3½ years, affirming its intent to cooperate with SACS/COC and to abide by its decisions.

**1.1/5
Search for and
Dissemination of
Knowledge**

Old Dominion University is committed to the search for knowledge. As specified in the Major Goals of the University (Old Dominion University, Catalog, p. 3):

“Old Dominion University is a center of learning committed to the principle of free inquiry. The University seeks to participate in the acquisition, discovery, synthesis, application, and creation of new knowledge and art forms through research, scholarly endeavor and creative undertakings by faculty and students.” (Major Goals of the University, Old Dominion University, Catalog, p. 3)

Old Dominion University is committed to the dissemination of knowledge. As specified in the Major Goals of the University (Old Dominion University, Catalog, p. 3-4), there are three avenues of dissemination:

- Academic Programs. Undergraduate and graduate programs, and programs in special emphasis areas, are designed to disseminate general and specialized knowledge.
- Distance Learning. The University's technology-delivered distance-learning courses and programs (TELETECHNET) are designed for diverse national and international populations.
- Life-long Learning. The University offers credit and non-credit courses and educational services to the people of the Hampton Roads region and the state of Virginia.

Also important to the University's mission to disseminate knowledge is the operation of four extended campus facilities in Hampton, Portsmouth, Virginia Beach, and Northern Virginia (Loudoun County) (Old Dominion University, Catalog, p. 8). In addition, the

Colleges of Business and Public Administration, Education, Engineering and Technology, and Health Sciences offer programs in continuing education, many of which are field-based (Old Dominion University, Catalog, pp. 97, 118, 142, 163).

**1.1/6
Integrity in the
Pursuit of
Knowledge**

Old Dominion University is committed to integrity in the pursuit of knowledge. To assure integrity in the total environment of the institution, the following policies, procedures, and offices have been created:

- Old Dominion University Honor System. Students are held to high standards of personal conduct. Lying, cheating, and plagiarism are violations of the University's Honor System (Old Dominion University, Catalog, p. 13; Old Dominion University Student Handbook, pp. 3-4; Old Dominion University TELETECHNET Handbook, pp. 26-28).
- Human Subjects Research. According to University policy, all projects involving human subjects must be approved under the established University and sponsoring agency guidelines for the protection of the rights and welfare of the subjects at risk (Old Dominion University, Research Compliance Homepage). Any proposal for thesis or dissertation research involving human subjects must be reviewed and approved according to the guidelines established by the University's Human Subjects Institutional Review Board (IRB) (Old Dominion University Guide for Preparation of Theses and Dissertations, pp. 7-8).
- Radiation Safety. The University has a complete Radiation Protection Program that includes a "Radiation Safety Policies and Procedures Manual" available on the University's homepage. The program is administered by the campus Radiation Safety Officer.
- Copyright and Patent Policies (University Policies and Procedures 5310)
- Interim Policy and Procedures for Responding to Allegations of Scientific Misconduct (University Policies and Procedures 5340 and 5341)
- Faculty Responsibilities: Conflict of Interest (University Policies and Procedures 5410)
- Faculty Rights, Ethics and Responsibilities: Academic Freedom, Professional Ethics, and Statement on Freedom of Expression (Old Dominion University, Faculty Handbook)

**1.1/7
Integrity in
External Relations**

Old Dominion University takes responsibility for ensuring integrity in all operations dealing with its constituencies, in its relations with other member institutions, and in its accreditation activities with the Commission on Colleges.

**1.1/8
Full Access to
University
Operations**

Old Dominion University will provide the Commission on Colleges with access to all parts of its operation. It will provide complete and accurate information about the University's affairs, including reports of other accrediting, licensing, and auditing agencies.

**1.1/9
Commitment to
Cooperation
During Site Visit**

Old Dominion University will cooperate with the Commission on Colleges during the entire process of evaluation, including preparations for the Reaffirmation of Accreditation Committee site visit, the site visit itself, and the follow-up to the site visit. The Old Dominion University Self-Study Manual (March 2000) makes clear that the University is committed to the Self-Study Process.

1.1/10 Commitment to Cooperate with Evaluators	Old Dominion University will provide the Commission on Colleges or its representatives with information requested and will maintain an atmosphere of openness and cooperation during the evaluations so that evaluators may perform their duties with maximum efficiency and effectiveness.
1.1/11 Title IV of the 1992 Higher Education Amendments	Old Dominion University is in full compliance with its program responsibilities under Title IV of the 1992 Higher Education Amendments (Letter from M. Geneva Combs, Acting Director, Office of Postsecondary Education, Department of Education, dated December 4, 1997).
1.1/12 Compliance with Conditions of Eligibility	Old Dominion University is in compliance with the Conditions of Eligibility as outlined in Section 1.4 of this Self-Study Report.
	Conclusion The University is in compliance with the SACS/COC <i>Criteria</i> .
	Recommendations/Suggestions None

Must Statement Compliance Table
1.1: Institutional Commitment and Responsibilities

Must Statement	Compliance Statement	Supporting Documentation <u>Exhibit Numbering Key:</u> Criteria#/MustStatement#:Exhibit
1.1/1. An institution is required to conduct a self-study at the interval specified by the Commission and, at the conclusion of the self-study, accept an honest and forthright peer assessment of institutional strengths and weaknesses.	Compliance	1.1/1:01 Old Dominion University Self-Study Manual, March 2000.
1.1/2. The Commission requires that the self-study assess every aspect of the institution; involve personnel from all segments of the institution, including the faculty, staff, students, administration and governing boards; and provide a comprehensive analysis of the institution, identifying strengths and weaknesses.	Compliance	<p>1.1/2:01 Old Dominion University Self-Study Manual, March 2000.</p> <p>1.1/2:02 Letter to Colleagues from the Provost of Old Dominion University, dated January 20, 2000.</p> <p>1.1/2:03 Old Dominion University, Self-Study Process: Kick-Off Visit Schedule, Wednesday, March 1, 2000.</p>
1.1/3. The Commission requires an adequate institutional follow-up plan to address issues identified in the self-study.	Compliance	<p>1.1/3:01 Old Dominion University Self-Study Manual, March 2000.</p> <p>1.1/3:02 SACS/COC Substantive Change Review Committee Report, Review of TELETECHNET, October 1998.</p> <p>1.1/3:03 SACS/COC Substantive Change Review Committee Report, Review of TELETECHNET Sites in Washington State, 2000.</p> <p>1.1/3:04 Memorandum from Jo Ann Gora, Provost, Old Dominion University, dated February 1, 1999.</p> <p>1.1/3:05 Memorandum from Jo Ann Gora, Provost, Old Dominion University, dated February 10, 1999.</p> <p>1.1/3:06 E-mail memorandum from David Hager, Associate Vice-President for Academic Affairs, dated October 12, 2000.</p> <p>1.1/3:07 E-mail memorandum from David Hager, Associate Vice-President for Academic Affairs, dated October 12, 2000.</p>
1.1/4. An institution must be committed to participation in the activities and decisions of the Commission.	Compliance	1.1/4:01 Old Dominion University Self-Study Manual, March 2000.

1.1/5. An institution of higher education is committed to the search for knowledge and its dissemination.	Compliance	1.1/5:01 Old Dominion University, Catalog, 2000-2002.
1.1/6 Integrity in the pursuit of knowledge is expected to govern the total environment of the institution.	Compliance	<p>1.1/6:01 Old Dominion University, Catalog, 2000-2002.</p> <p>1.1/6:02 Old Dominion University Student Handbook, 1999-2000.</p> <p>1.1/6:03 Old Dominion University TELETECHNET Handbook, 2000-2001.</p> <p>1.1/6:04 Old Dominion University, Research Involving Human Subjects, Research Compliance Homepage, Updated August 28, 2000.</p> <p>1.1/6:05 Old Dominion University, Guide for Preparation of Theses and Dissertations, University Homepage, Updated November 1999.</p> <p>1.1/6:06 Old Dominion University, Environmental Health and Safety Office, Radiation Safety Policies and Procedures Manual, Research Compliance Homepage, Last revised May 1999.</p> <p>1.1/6:07 Old Dominion University, University Policies and Procedures Homepage.</p> <p>1.1/6:08 Old Dominion University, Faculty Handbook, 1999-2001.</p>
1.1/7 Each member institution is responsible for ensuring integrity in all operations dealing with its constituencies, in its relations with other institutions, and in its accreditation activities with the Commission on Colleges.	Compliance	
1.1/8 Each institution must provide the Commission access to all parts of its operation and to complete and accurate information about the institution's affairs, including reports of other accrediting agencies, licensing and auditing agencies.	Compliance	
1.1/9. Institutions are expected to cooperate during all aspects of the process of evaluation: preparations for site visits, the site visit itself, and the follow-up to the site visit.	Compliance	1.1/9:01 Old Dominion University Self-Study Manual, March 2000.

<p>1.1/10. Institutions are also expected to provide the Commission or its representatives with information requested and to maintain an atmosphere of openness and cooperation during evaluations, enabling evaluators to perform their duties with maximum efficiency and effectiveness.</p>	Compliance	
<p>1.1/11. Each participating institution must be in compliance with its program responsibilities under Title IV of the 1992 Higher Education Amendments. . . In reviewing an institution's compliance, the Commission will rely on documentation forwarded to it by the Secretary of Education.</p>	Compliance	<p>1.1/11:01 Letter from M. Geneva Combs, Acting Director, Office of Postsecondary Education, Department of Education, verifying compliance with Title IV of the 1992 Higher Education Amendment.</p>
<p>1.1/12. Each institution seeking . . . reaffirmation with the Commission on Colleges must document its compliance with the Conditions of Eligibility as outlined in Section 1.4.</p>	Compliance	<p>1.1/12:01 Old Dominion University Self-Study Report, Section 1.4.</p>