

**BURRELL COLLEGE
OF OSTEOPATHIC MEDICINE
POLICY MANUAL**

SECTION: Program/Student Assessment & Outcomes

Policy: B11030

TOPIC: Accreditation Reporting

Approval Date: 1/22/19

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Approved: Signature on File

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POLICY

The College shall submit annual and mid-cycle reports as may be required by regulatory requirements and/or accreditation. The College shall provide opportunities within its curriculum calendar for students to complete any survey instruments directed to students from its accreditor(s).

RESPONSIBLE OFFICIAL(S):

Office of Institutional Effectiveness, Department Heads, Dean, President

PROCEDURES:

1. Each department within the College shall prepare an annual report that describes its mission-centric activities for the preceding academic year.
2. A summative report of all mission-centric activities shall be prepared by the Dean, annually, for presentation to the Board of Trustees.
3. Any regulatory required and/or accreditation reports will be submitted in required formats and by established deadlines to regulatory/accreditation entities.
4. The Board of Trustees shall remain informed of any required actions, as necessary, resulting from regulatory and/or accreditation submissions.
5. Time will be reserved in the curriculum calendar for completion of any required survey instruments directed to students from its accreditor(s).

CROSS REFERENCE: