







# IGNITING A STANDARD OF EXCELLENCE

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## ACBSP. Igniting A Standard of Excellence.

Founded in 1988, the Accreditation Council for Business Schools and Programs (ACBSP) is a global business education accrediting body and the only organization to offer accreditation to all levels of business educational degree programs from associate to doctoral.

ACBSP ignites a standard of excellence with an accreditation process based on the Baldrige Education Criteria for Performance Excellence. By evaluating aspects of leadership, strategic planning, relationships with stakeholders, quality academic programs, faculty credentials, and educational support, ACBSP assesses whether or not business programs offer a rigorous educational experience and commitment to continuous quality improvement.

### MISSION.

*ACBSP promotes continuous improvement and recognizes excellence in the accreditation of business education programs around the world.*

ACBSP acknowledges the importance of scholarly research and inquiry and believes that such activities facilitate improved teaching. Institutions are strongly encouraged to pursue a reasonable mutually beneficial balance between teaching and research. And further, ACBSP encourages faculty involvement within the contemporary business world to enhance the quality of classroom instruction and to contribute to student learning.

**FIRST**

ACBSP is the first business education accrediting body to be *recognized* by the **COUNCIL FOR HIGHER EDUCATION ACCREDITATION (CHEA)**.

**1,200+**

ACBSP has more than 1,200 member campuses in **60 COUNTRIES.**



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# ACBSP. Privileges of Membership.

ACBSP membership offers a variety of privileges in addition to accreditation including, hosted events for members to network with colleagues from around the world, and a complementary individual membership for everyone involved in the delivery of business education – president/rector/director, chief academic officer, head of business unit, and faculty.

Additionally, ACBSP offers the opportunity to present best practices; recognition awards for faculty and students, opportunities to publish articles in a peer-reviewed scholarly journal, access to honor societies, resource kits, and a global membership directory.

## Institutional Membership Privileges.

**Self-Study Process.** The process of preparing for a business school or program accreditation presents an opportunity for self-study, examining the program’s mission and how it is being achieved. Through this exercise, member schools have found both reaffirmation and redirection of their mission. Perhaps the most important aspect of a self-study is the renewal of purpose in faculty, students, and administration.

**Increased donor support.** Institutions have reported increased contributions and gifts from the corporate sector as well as alumnae as a result of the prestige and credibility derived from ACBSP accreditation.

**Student Recruitment.** Students use accreditation as an external benchmark to evaluate the quality and value of their educational experience. Tuition reimbursement may be available to students if their employer provides financial support to student employees studying for advanced degrees at accredited business schools.

ACBSP recognizes and works closely with three academic business honor societies: Kappa Beta Delta for associate degree students; Delta Mu Delta for baccalaureate/graduate degree students; and Sigma Beta Delta for students at baccalaureate/graduate degree institutions that are not accredited or in candidacy for accreditation with ACBSP.

**Faculty Recruitment.** As business programs recruit faculty, candidates who hold high personal standards for their teaching and research are assured they are being recruited to an institution that maintains and supports quality education.

**Member Resources.** *The Managing Articulation Issues* Resource kit is made available with a variety of downloadable articulation agreements from ACBSP members. The *Pathways to Involvement* resource kit outlines how ACBSP members can serve on regional and international committees. For those institutions looking to establish a Delta Mu Delta Honor Society, a resource guide is also available.

## Faculty Benefits.

**Peer Support.** ACBSP accreditation creates a sense of pride among business faculty peers. Professional colleagues from six continents who teach at institutions with business programs accredited by ACBSP are continuously pursuing ways to improve curriculum and teaching excellence in business programs.

**Professional Development.** Faculty members at institutions with ACBSP accredited business programs are encouraged to become evaluators and participate in site visits, sharing ideas on curriculum development, exposing faculty to a global network of business education specialists, and accreditation standards based on the Baldrige Education Criteria for Performance Excellence.

**Innovative Methods.** ACBSP emphasizes teaching excellence in many ways, such as inviting faculty to join as individual members and making teaching excellence a focus of educational sessions at regional, national, and international events and conferences. Using models of excellence reflect validated, leading-edge management practices, innovative curriculum development, and research-based teaching methods.



**Scholarly Journal.** ACBSP is the only accrediting body for business schools to publish a peer-reviewed journal. *The Transnational Journal of Business* offers ACBSP members a venue to present research findings, engage with scholarly research and inquiry, and support and improve classroom teaching.

**Teaching Excellence Award.** Faculty members are encouraged to apply for this prestigious award which recognizes not only the individual, but also the institution for which he or she exemplifies teaching excellence. As many as 20 awards are given each year, one at the associate degree level and one at the baccalaureate/graduate degree level in each of the 10 ACBSP regions.

At the ACBSP Annual Conference in June, all regional recipients are honored and two International Teaching Excellence Award recipients are named from among that group – one representing associate degree-granting institutions and one representing baccalaureate/graduate degree-granting institutions.

**International Best of Regions Excellence Award.** This award honors faculty who give exceptional presentations based on the theme of the annual conference during their fall regional meeting. A panel of judges evaluates presentations and names a “Best of Region” to the individual with the highest collective score. Each “Best of Region” presenter automatically qualifies to give his/her presentation during concurrent sessions at the next ACBSP Annual Conference, and again is evaluated by a panel of judges. During the Salute to Regions Luncheon, one of the “Best of Region” presentations will receive the International Best of Regions Excellence Award.



ACBSP is the only specialized accrediting body for business schools that presents an *award recognizing excellence in teaching* that is open to the entire membership.

## Educational Events.

ACBSP explores the trending topics in business higher education, responsible management education, ethics, social responsibility, assessment, and student learning outcomes in presentations at events throughout the year.

**Access Accreditation Workshop.** ACBSP offers full access to the accreditation process with best practice presentations on each of the six standards from accredited members and working sessions with ACBSP accreditation staff and commissioners. The event is held in the spring.

**Annual Conference.** Held in a different U.S. city in June each year, this event provides opportunities to exchange best practices and learn the latest trends in business education. Papers presented at the annual conference are based on a specific theme and suggested practices for teaching excellence that benefit attendees and their institutions.

**Deans Symposium.** ACBSP hosts a Deans Symposium in September for new and aspiring deans and department chairs, addressing topics such as strategic planning, maximizing resources, adding value to business programs, and interacting with the community.

**Global Conference and Accreditation Forum.** ACBSP brings this event to a location outside of the U.S. each November. Past conferences have been held in Belgium, Greece, Spain, and Mexico. With a focus on the ACBSP global business education accreditation process, this event allows attendees to share classroom innovation on a global scale.

**Regional Conferences.** Events are held throughout the fall months for each of the 10 geographic regions of ACBSP, with an opportunity for members to present on the annual conference theme and compete for the “International Best of Regions Excellence Award.”

**Associate Degree Forum.** This event addresses the unique challenges associate degree schools face in recruiting and retaining students and preparing them to continue in a four-year program or enter the workforce.

[acbsp.org/events](http://acbsp.org/events)

## Student Privileges.

**Transfer of credits.** Students completing a two-year accredited program benefit from broader acceptance of earned credits when transferring to four-year institutions for their baccalaureate degree. In pursuing advanced degrees, courses and credits from a school with ACBSP-accredited business programs are more frequently accepted by other institutions.

**Credibility.** Businesses are familiar with the Baldrige National Quality Program and its Criteria for Performance Excellence, continuous improvement processes, Total Quality Improvement, and ISO 9000 standards. These models of excellence assure future employers that your business education is credible.

**Recognition by Regulatory Bodies.** Accreditation is achieving greater prominence as a valued tool in the work of certain regulatory agencies. Employers, licensing bodies, and regulatory agencies are reassured by the quality standard embodied in ACBSP accreditation standards.

**Student Leadership Award.** The ACBSP Student Leadership Award program is the only program of its kind awarded by an accrediting body for business schools. The criteria for the award is not determined by ACBSP, but is determined by the individual campus.

**Student Showcase.** In 2012, the ACBSP Student Showcase pilot program was launched at the ACBSP Annual Conference in Baltimore, Maryland. Each year, one student presentation is selected to represent their school and region and present at the ACBSP Annual Conference.

**Honor Societies.** ACBSP is affiliated with three international business honor societies — Kappa Beta Delta (associate degree schools), Delta Mu Delta, and Sigma Beta Delta (baccalaureate/graduate degree schools). All three provide lifetime membership and financial scholarships.



“EDUCATION IS THE MOST  
POWERFUL WEAPON  
WHICH YOU CAN USE TO  
CHANGE THE WORLD.”

—Nelson Mandela

# ACBSP.

## Accreditation Process.

The pursuit of ACBSP accreditation starts with leadership towards quality, translated into actions from the strategic plan focused on students, teachers, administrative staff, and other stakeholders, seeking high academic achievement with educational and administrative processes managed with excellence.

“ACBSP’s student-centered teaching and learning approach, which is measured and analyzed for quality, ensures that our students gain the right skills from their educational investment. By becoming ACBSP-accredited, we are committing to continuous improvement that ensures our Supervision and Management graduates will have the skills employers want.”

— Don Gladney, Ed.D.  
Associate Dean for the B.A.S. programs at  
Palm Beach State College, and a former IBM  
program director.



## Eligibility Requirements.

- 1 Any Associate Degree institution in the United States that is regionally accredited and grants the Associates Degree as the highest degree.
- 2 Any Baccalaureate/Graduate Degree Institution in the United States, regionally accredited and offering a baccalaureate or major in business and/or graduate degree in business.
- 3 International Degree-Granting Institutions. Non-U.S. institutions awarding business or business-related degrees and without U.S. based regional accreditation must present, with the application for membership, a certified English translation of an official document from an appropriate government organization in their home country stating their right to grant higher education degrees.

For non-U.S. institutions based in countries in which the legal authority to award degrees is not available, the institution must provide with the application for membership, documented evidence acceptable to the Board of Directors for membership in this category.

## Join ACBSP.

The first step of the accreditation process is to join ACBSP. The ACBSP membership year is July 1 – June 30 and dues may be prorated based on the length of the membership year remaining when the institution submits application materials. ACBSP membership offers a variety of privileges in addition to accreditation, including hosted events for members to network with colleagues from around the world, and a complementary individual membership for everyone involved in the delivery of business education – president/rector/director, chief academic officer, head of business unit, and faculty.

Corporate membership can be granted to business corporations, foundations, professional associations, and non-profit organizations with strategic interests in influencing collegiate business education and supporting ACBSP objectives.

The dues for membership by institutions that are not yet accredited are \$2,000 per year. Annual dues for members with accredited programs or programs in candidacy for accreditation are \$2,600 per year.

To learn more, contact [membership@acbsp.org](mailto:membership@acbsp.org) or call 913.339.9356.

## ACBSP Accreditation Model.

ACBSP ignites a standard of excellence for business education accreditation through student involvement and achievement, innovative curriculum development and research-based teaching methods as well as setting accreditation standards based on the Baldrige Education Criteria for Performance Excellence.

This distinctive model of excellence reflects validated, leading-edge management practices which measure and engage ACBSP members and the business programs they offer for continuous improvement.

## Candidacy for ACBSP Accreditation.

Accreditation is a collegial process supported by ACBSP staff and other accredited members. Once a school is approved for ACBSP membership, an application may be submitted to enter candidacy for accreditation. A preliminary questionnaire assesses a school's readiness to complete a self-study.

After a school is approved to enter candidacy, several key benefits take effect, including:

The ACBSP **mentor program** provides assistance to all candidates from individuals who have successfully been through the accreditation process on their respected campuses.

The ACBSP site team conducts a **consensus phone call** before your scheduled campus site visit to ensure its success.

ACBSP **accreditation builds on processes practiced** by the regional accrediting bodies, including the data collected.

Access to a **custom online accreditation portal** for your school to place all accreditation-related documents in a permanent archive. This not only saves time, but printing and shipping expenses associated with the accreditation process.

## ACBSP Standards of Excellence.

There are six standards by which business programs are evaluated before achieving accreditation:

- 1 | **Leadership**
- 2 | **Strategic Planning**
- 3 | **Student and Stakeholder Focus**
- 4 | **Measurement and Analysis of Student Learning and Performance**
- 5 | **Faculty and Staff Focus**
- 6 | **Educational and Business Process Management**

# ONLY

ACBSP is the *only specialized business program accreditor* for **ASSOCIATE DEGREE SCHOOLS.**

## Accreditation Timetable.

*The accreditation process takes approximately 24 – 36 months.*

- 1 | **Membership**
  - Apply for ACBSP membership
- 2 | **Eligibility**
  - Apply for accreditation
  - Once eligibility is approved, the accreditation process begins
  - A mentor is assigned
- 3 | **Preparation**
  - Complete a preliminary visit questionnaire
  - Conduct a self-study
  - Prepare a gap analysis and implement improvements
- 4 | **Evaluation**
  - Submit a completed self-study
  - Evaluation team is assigned
  - Site visit is scheduled
- 5 | **Accreditation**
  - The Board of Commissioners makes accreditation decisions based on an extensive review
  - Decisions are reported in April and November
- 6 | **Maintenance**
  - Full accreditation is for 10 years
  - Conditional accreditation is for 4 years
  - Quality Assurance Reports are due biannually
  - Apply for Reaffirmation

### Learn more about Igniting a Standard of Excellence

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