

ELIZABETH CITY STATE UNIVERSITY
Mission Statement Review Policy

Preamble

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) sets out standards for its member institutions. *Principles of Accreditation*, published by SACSCOC, contains “Core Requirements” for all institutions seeking to receive or maintain accreditation. Core Requirement 2 specifies that, “*The institution has a clearly defined, comprehensive, and published mission statement that is specific to the institution and appropriate for higher education. The mission addresses teaching and learning and, where applicable, research and public service.*”

Moreover, Standard 4.2.a provides that, “The institution’s governing board formally approves and periodically reviews the institution’s mission statement.” Elizabeth City State University (ECSU) has a Mission Statement satisfying the requirements set out above.

This policy statement sets out the university policy and the procedures applicable to periodic reviews and updates of the Mission Statement.

A. Mission Statement Committee

The Provost and Vice Chancellor for Academic Affairs shall convene a standing committee charged with reviewing the appropriateness of the Mission Statement. The committee selected to review the Mission Statement shall consist of representatives from the following university constituencies:

1. The Provost and Vice Chancellor for Academic Affairs or Designee
2. Chairperson of the Faculty Senate or Designee
3. One Faculty Member from each school
4. Student Government President or Designee
5. Chairperson of the Staff Senate or Designee
6. Community Leader(s)/representative(s)
7. Alumni Representative(s)
8. Board of Trustees Representative.

The maximum service for an individual committee member will be six years. To maintain continuity, no more than 1/3 of the committee members will be replaced in any given year.

B. Periodic Reviews

The committee will convene as needed to examine the impact of a substantive change on the mission of the university. For purposes of this policy, a substantive change occurs whenever the university “significantly modifies or expands its scope, changes the nature of its

affiliation or its ownership, or merges with another institution.” (Reference: SACS Comprehensive Standard 4.2)

If such changes have occurred, or, if for other reasons the Committee deems it appropriate, there will be a thorough review of the Mission Statement. In any event, at least once every five years, the committee will conduct a thorough review of the Mission Statement.

At each annual meeting, the Committee will also consider whether minor revisions are necessary. Minor revisions to the Mission Statement might arise in response to changes that do not change the nature, function, type, or sector of the institution. Examples include revisions for clarity and grammar, changes in size, board-approved name changes, and editorial changes.

C. Procedure for Review and/or Change

Once the Mission Statement has been reviewed by the committee, if changes are recommended by the committee, the recommended revised statement shall be sent to the appropriate bodies representing the university community and ultimately to the ECSU Board of Trustees and the UNC-Board of Governors for final approval. A new or revised Mission Statement must be reviewed by each of the following bodies:

1. Faculty Senate
2. Staff Senate
3. Student Government Association
4. Academic Administration and Planning Council (AAPC)
5. Administrative Council
6. Board of Trustees
7. UNC Board of Governors

Upon final approval by the UNC Board of Governors, the new or revised Mission Statement may be published for public consumption.

D. Dissemination of Revised Mission Statement

The revised Mission Statement shall be delivered to the ECSU University Relations and Marketing Department for circulation, distribution, and dissemination. That office shall have primary responsibility for assuring that the statement is prominently displayed at university functions, and at various locations such as university buildings, the university’s website, and in its widely distributed publications.