



POLICY STATEMENT 266 Substantive Change

Revision: 1

Last Reviewed: February 15, 2024

Effective: February 16, 2024

PURPOSE: To define a policy and procedure that ensures compliance with the SACSCOC *Policy for Substantive Change for Accredited Institutions of the Commission on Colleges*.

GENERAL POLICY:

Any academic unit proposing a program change that falls within the scope of the SACSCOC *Policy for Substantive Change for Accredited Institutions of the Commission on Colleges* must notify the university's Accreditation Liaison of the proposed change so that he or she can determine whether a notification or request for approval from SACSCOC is required.

If the Accreditation Liaison determines that a notification or request for approval is required, then he or she is responsible for ensuring that it is submitted to SASCOC prior to the initiation of the proposed change and in accordance with the guidelines provided in the SACSCOC *Policy for Substantive Change*.

A substantive change is a significant modification or expansion in the nature and scope of an accredited institution. The SACSCOC's *Policy for Substantive Change* identifies the types of substantive change and the procedures for addressing them appropriately.

Substantive changes include but are not limited to the following:

- Adding a program that is a significant departure from the existing programs, or method of delivery, from those offered when the institution was last evaluated.
- Initiating programs by distance education or correspondence courses.
- Adding an additional method of delivery to a currently offered program.
- Offering courses or programs at a higher or lower degree level than currently authorized.
- Entering into a cooperative academic arrangement.
- Adding competency-based education programs.
- Adding each competency-based education program by direct assessment.
- Re-opening a previously closed program or off-campus instructional site.
- Adding a new off-campus instructional site/additional location including a branch campus.
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Additional changes may be identified by the SACSCOC Board of Trustees.

The Chancellor and the university's other senior administrators are responsible for the development, dissemination, implementation, monitoring, and regular evaluation of procedures to ensure compliance with this policy. Compliance with this policy and associated procedures is mandatory.

APPROVED: 
Paul Coreil, Ph.D., Chancellor


Date