

**SACSCOC SUBSTANTIVE CHANGE**

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*Legal Authority: NCGS 115D-1; NCGS 115D-5; 23 NCAC 2C .0603*

*Approval: January 2012*

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**SACSCOC SUBSTANTIVE CHANGE**

The Board of Trustees authorizes and directs the President to ensure compliance with the Substantive Change for Accredited Institutions Policy Statement (Policy Statement) as issued by the Southern Association of Colleges and Schools - Commission on Colleges (SACSCOC). The College will notify SACSCOC of institutional and programmatic changes in a timely manner, will seek approval prior to the initiation of changes when required, and will submit a substantive change prospectus to the SACSCOC, if necessary. The President and/or the College's accreditation liaison, who shall be appointed by the President, must take such actions in accordance with the College's Substantive Change Procedure.

For the purposes of complying with the Policy Statement, a substantive change is any change that is a significant modification or expansion of the nature and scope of the College. Substantive changes include, but are not necessarily limited to:

- Any change in the established mission or objectives of the institution.
- Any change in legal status, form of control, or ownership of the institution.
- The addition of courses or programs of study at a degree or credential level different from that which is included in the institution's current accreditation or reaffirmation.
- The establishment of a branch campus.
- Closing a branch campus or institution.
- Acquiring another institution or a program or location of another institution.
- Adding a permanent location at a site where the institution is conducting a teach-out program for a closed institution.
- The addition of courses or programs that represent a significant departure, either in content or method of delivery, from those that were offered when the institution was last evaluated.
- A change from clock hours to credit hours.
- A substantial increase in the number of clock or credit hours awarded for successful completion of a program.
- The establishment of an additional location geographically apart from the main campus at which the institution offers at least 50% of an educational program.
- Entering into a collaborative academic arrangement that includes only the initiation of a dual or joint academic program with another institution.
- Closing a program or off-campus site.
- Entering into a contract by which an entity not eligible for Title IV funding offers 25% or more of one or more of the accredited institution's programs.

All substantive changes subject to the Policy Statement shall be presented to the Board of Trustees through the Academic and Student Affairs Committee. The President shall advise the Board of Trustees whether the substantive change requires approval by the Board of Trustees.

The President shall be responsible for compliance with SACSCOC directives that may be issued after a notice, request for approval, or prospectus has been presented to SACSCOC. No substantive change will be implemented until the President is satisfied that the Policy Statement requirements, including the payment of applicable SACSCOC fees, have been satisfied.

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