

## **E.2.1 (Policy) Accreditation and Substantive Change**

Responsible Department: Vice Chancellor for Academic Success

Board Adoption: 10-22-13

Last Board Action: 10-22-13

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### **Accreditation**

Each of the Alamo Colleges shall be members of and accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The U.S. Department of Education recognizes SACSCOC as an agency whose accreditation enables its members to seek eligibility to participate in Title IV programs.

Accredited institutions periodically conduct internal reviews involving their administrative officers, staffs, faculties, students, trustees, and others appropriate to the process. The internal review allows an institution to consider its effectiveness in achieving its stated mission, its compliance with the Commission's accreditation requirements, its efforts in enhancing the quality of student learning and the quality of programs and services offered to its constituencies, and its success in accomplishing its mission. The Chancellor and Presidents at each college are the individuals responsible for ensuring that this policy is implemented. Ownership of compliance with the *Principles of Accreditation: Foundation for Quality Enhancement* of SACSCOC rests with each College President. The College President will inform the Chancellor of any anticipated actions to be taken regarding accreditation requirements. It is the responsibility of the Vice Chancellors and Presidents to ensure consistency among the Colleges.

### **Substantive Change**

SACSCOC has an obligation to the U.S. Department of Education to review and approve changes of a substantive nature initiated by its member institutions between decennial reviews. As required by the SACSCOC, the Colleges are required to notify the Commission of changes in accordance with the substantive change policy, and when required, seek approved prior to the initiation of changes.

The purpose of this policy is to establish institutional procedures for recognizing and approving substantive change and ensuring timely notification to SACSCOC. The Chancellor and Presidents are the individuals responsible for ensuring that this policy is implemented. The College Presidents and Vice-Chancellors will inform the Chancellor of any anticipated actions to be taken regarding accreditation requirements.

### **Institutional Obligations**

- As a member institution; each of the Alamo Colleges are required to notify SACSCOC of changes in accordance with the substantive change policy and, when required, seek approval prior to the initiation of changes.
- Alamo Colleges are required to have a policy and procedure to ensure that all substantive changes are reported to the Commission in a timely fashion.

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### **Non-compliance with Reporting Requirements**

“If an institution fails to follow this substantive change policy and its procedures, the accreditation of the institution may be placed in jeopardy, the institution’s case may be referred to the Commission for the imposition of sanctions, or the institution may lose its Title IV funding or be required by the U.S. Department of Education to reimburse it for money received by the institution for unreported substantive changes.”

Reference:

SACS Principles of Accreditation 3.12.1 – Substantive Change