

## **POLICY: 2.3.5. (I.E.4)**

# **Technical College Substantive Change Reporting**

**Revised:** June 4, 2015

**Last Reviewed:** October 17, 2018; October 30, 2017

**Adopted:** June 4, 2015



### **POLICY:**

It is the responsibility of colleges accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to report any significant modification or expansion of the nature and scope of the college to SACSCOC while adhering to the appropriate reporting requirements listed in the most current SACSCOC substantive change policy and its procedures.

Each college is required to develop and maintain a written procedure to ensure that all substantive changes are reported to the Commission on Colleges in a timely fashion. Substantive changes can include but are not limited to:

- any change in the established mission or objectives of the college;
- the addition of courses or programs representing a significant change in content or delivery;
- altering significantly the length of a program;
- additional instructional locations or branch campuses and the closing of such; and/or
- closing a program, off-campus site, branch campus or institution.

### **RELATED AUTHORITY:**

O.C.G.A. § 20-4-11 – Powers of the Board

O.C.G.A. § 20-4-14 – TCSG Powers and Duties