

	<b>Florida Gulf Coast University</b> Policy Manual	<b>Policy: 2.011</b>  <b>Approved: 2/7/14</b>
	<b>Title: Substantive Change for Accredited Institutions of the Southern Association of Colleges and Schools Commission on Colleges</b>	<b>Responsible Executive:</b> Provost and Vice President for Academic Affairs  <b>Responsible Office:</b> Planning and Institutional Performance

## I. POLICY STATEMENT

Substantive change is a significant modification or expansion of the nature and scope of an accredited institution as defined by federal regulation and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC, see definition of terms below). This policy defines substantive change and provides a procedure for the review and approval of any request for substantive change proposed by FGCU.

## II. REASON FOR POLICY

The policy is required by the SACSCOC, FGCU's regional accrediting body.

## III. APPLICABILITY AND/OR ACCOUNTABILITY

Applies to all academic units within the university offering credit-bearing courses of study.

## IV. DEFINITION OF TERMS

See appended "Substantive Change for Accredited Institutions of the Commission on Colleges".

## V. PROCEDURES

Before initiating any substantive change as defined in the appended document "Substantive Change for Accredited Institutions of the Commission on Colleges" the director or dean of the affected academic unit will first apprise the university's SACS Accreditation Liaison who will determine if the proposed change constitutes "substantive change" as defined here. The director/dean of the affected academic unit will follow all required university procedures to ensure the proposed substantive change is appropriately reviewed and approved before

being considered for submission by the university's Accreditation Liaison to SACSCOC for its review. The university's Accreditation Liaison will work with the SACSCOC assigned Vice President to FGCU, and other SACSCOC staff as necessary, to determine the nature of the substantive change and the SACSCOC's procedures for the notification and approval process to be followed. The director or dean of the unit proposing the substantive change will assist the FGCU Accreditation Liaison in the compilation of all required information needed to secure SACSCOC's approval/recognition prior to implementation of the specific substantive change.

**VI. HISTORY**

New: 2/7/14

**VII. APPENDICES**

"Substantive Change for Accredited Institutions of the Southern Association of Colleges and Schools Commission on Colleges."

<http://sacscoc.org/pdf/081705/Substantive%20Change%20policy.pdf>

**APPROVED**



President

February 7, 2014

Date