



## College of The Albemarle Policy

Policy Number: 1-8

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**Title: SACSCOC Substantive Change**

**Related Policy and Procedures:**

**Division of Responsibility: Institutional Research, Planning, Effectiveness and Technology**

As a member of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), College of The Albemarle is required to notify the Commission of any substantive change(s) and follow the appropriate SACSCOC procedures for the change(s).

The College's SACSCOC liaison shall hold primary responsibility for initiating the substantive change reporting process and keeping track of approved substantive changes.

Prior to beginning the institutional process to seek the change, the senior leader(s) of the area overseeing the change shall work with the SACSCOC Liaison to ascertain if the change is substantive and if it requires notification only or approval from SACSCOC. This decision will be used to help inform the process timeline.

April, 2012

May, 2021

May, 2021

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**Date Approved by Board of Trustees**

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**Date of Last Review**

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**Date of Last Revision**