

TCSG 2.3.6 Policy: SCTC Procedure Accreditation Reporting Standards

PURPOSE STATEMENT

Southern Crescent Technical College (College) is committed to adhering to the policies and standards of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). In order to maintain accreditation with SACSCOC, the College is required to demonstrate compliance with the Principles of Accreditation: Foundations for Quality Enhancement and to follow Commission Policies which are required courses of action to be followed by SACSCOC and its member institutions.

It is the responsibility of colleges accredited by SACSCOC to ensure all documents submitted to the Commission are candid and provide all relevant information.

Southern Crescent Technical College will provide SACSCOC access to its operations and complete, accurate, current, and timely information about the College's affairs, including reports of other accrediting, licensing, and auditing agencies.

In addition, Southern Crescent Technical College notifies SACSCOC of changes in accordance with the SACSCOC Substantive Change Policy and, when required, seeks approval prior to the initiation of changes. SACSCOC is responsible for reviewing and when appropriate, approving all substantive changes that occur between the College's decennial reviews.

INSTITUTIONAL RESPONSIBILITY

To ensure that Southern Crescent Technical College adheres with SACSCOC reporting procedures, the College SACSCOC Accreditation Liaison has the responsibility for monitoring documents required for reporting to SACSCOC. In addition, all designated individuals responsible for other accrediting, licensing, and auditing agencies' reports must submit the appropriate documents to the Vice President for Institutional Effectiveness (VPIE)/SACSCOC Accreditation Liaison for processing before the VPIE officially submits the report to SACSCOC.

The Vice President for Administrative Services, Vice President for Student Affairs, and Director of Financial Aid are responsible for providing reports of auditing agencies to the VPIE/SACSCOC Accreditation Liaison.

Academic Deans are responsible for providing reports of other accrediting/licensing agencies to the Vice President for Academic Affairs (VPAA) and VPIE/SACSCOC Accreditation Liaison.

Academic Deans are responsible for notifying the Vice President for Academic Affairs immediately when program/curriculum/additions/changes are being considered.

The Vice President for Academic Affairs is responsible for ensuring that program/curriculum substantive changes requiring approval prior to implementation are not initiated before SACSCOC approval is granted.

Upon approval of the President, the VPIE/SACSCOC Accreditation Liaison follows the appropriate procedure to submit the notification and supporting documentation to the President of SACSCOC within the required reporting timelines listed in the SACSCOC policy.