



SUBSTANTIVE CHANGE

POLICY

In accordance with the policies of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and the Council on Chiropractic Education (CCE), Sherman College of Chiropractic will notify SACSCOC and CCE of substantive changes and will seek prior approval of such changes when such approval is required. The college must follow the appropriate procedures outlined by both SACSCOC and CCE in their respective substantive change policies.

SACSCOC

SACSCOC defines a substantive change as *a significant modification or expansion in the nature and scope of an accredited institution*. Such modifications or expansions include but are not limited to the addition or closure of a branch campus, the addition of a new academic program, the creation or modification of programs wherein 25 percent or more of the coursework can be completed online, the initiation of a merger or consolidation and changes in governance. More information about reportable substantive changes can be found at [Office of Substantive Change - SACSCOC](#)

CCE

CCE's definition of a substantive change includes, but is not limited to, the following types of changes: change in the established mission and/or objectives; a significant change in content or method of delivery of programs; the addition of a degree program; change in the method of awarding course or program credit; an increase of 10 percent or more in the number of clock or credit hours required or awarded to complete the program; change in legal status, form of control or ownership; the establishment of a branch campus offering at least 50 percent of the educational program; the establishment of a new educational site offering at least 50 percent of the educational program; consolidation or merger with another DCP or institution; the addition of a permanent location at a site at which the institution is conducting a teach-out for students of another institution that has ceased operating before all students have completed their program of study; or moving a campus (local or distance). More specific information about reportable substantive changes can be found in the CCE Manual of Policies, Policy 1 (Substantive Change).

Campus Procedures

All anticipated substantive changes must be reported to the institutional accreditation liaison officer (IALO). The IALO monitors all institutional changes, notifies and/or requests prior approval as appropriate, and provides campus guidance and training on substantive change as necessary.