Fifth-Year Interim Report
Substantive Change

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Guilford College
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Source: SACS
Process of Fifth-Year Interim Report

http://www.sacscoc.org/FifthYear.asp

- Major facets of report
  - Respond to 14 Compliance “Principles”
  - Quality Enhancement Plan (QEP) Impact Report

- Fifth-Year Interim Review Committee
  - Accept
  - Refer to C & R (Committees on Compliance & Reports)

- C&R
  - Continue without additional report
  - Continue with additional report
  - Continue with additional report and impose sanction
Compliance

- CR 2.8 Number of Full-time Faculty
- CR 2.10 Student Support Programs
- CS 3.2.8 Qualified Administrators and Academic Officers
- CS 3.3.1.1 Institutional Effectiveness: Educational Programs, to include Student Learning Outcomes
- CS 3.4.3 Admissions Policies
- CS 3.4.11 Qualified Academic Coordinators
- CS 3.11.3 Physical Facilities
Compliance (Continued)

- FR 4.1 Student Achievement
- FR 4.2 Program Curriculum
- FR 4.3 Publication of Policies
- FR 4.4 Program Length
- FR 4.5 Student Complaints
- FR 4.6 Recruitment Materials
- FR 4.7 Title IV Program Responsibilities
  and CS 3.10.3 Financial Audits
"Top Five" Cited Items

- 3.3.1.1 Institutional Effectiveness
- FR 4.5 Student Complaints
- CR 2.8 Number of Full-Time Faculty
- CS 3.4.11 Qualified Academic Coordinators
- FR 4.4 Program Length
QEP Impact Report

- Title and a brief description of QEP as initially presented
- List of initial goals and intended outcomes of QEP
- Discussion of changes made to QEP and reasons for making those changes
- Description of QEP’s direct impact on student learning including achievement of goals and outcomes
What is a Substantive Change?

- Substantive change is a significant modification or expansion in the nature and scope of an accredited institution.

- Types of substantive change and procedures for addressing them available at http://www.sacscoc.org/SubstantiveChange.asp
How Should a Substantive Change Be Handled?

- CEO of an institution will notify Commission President of potential substantive changes at least six months prior to implementation.

- Every institution has an **Accreditation Liaison** whose charge is to ensure compliance with accreditation requirements.

- Certain types of substantive changes can require visit by a substantive change committee to determine continued compliance with **Principles of Accreditation**.
Upon receipt and review of substantive change notification, Commission staff will recommend to President of the Commission:

- Acknowledge receipt of notification and indicate change will be included in scope of institution’s accreditation or
- Acknowledge receipt of notification and request additional information
What Is a “Significant Departure” from Existing Programs?

- Does the new program require:
  - Additional faculty?
  - New courses?
  - Additional library or other learning resources?
  - New equipment or facilities?
  - New funding?
Institutional Examples
Which of These Are Substantive Change?

• School of Divinity
• Joint School of Biomedical Engineering with Virginia Tech
• Joint Ph.D. Program in Cognitive Neuroscience with University of Bologna in Italy
• Scientiae Juridicae Doctor (SJD) Degree in School of Law
Summary

- Prepare Fifth-Year Interim Report to same degree as Reaffirmation Self-Study

- Notify Commission of any potential Substantive Change items with details
Fifth-Year Interim Report
Substantive Change

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