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## Southern Association of Colleges and Schools Commission on Colleges Policies - 1951

Prairie View A&M College

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SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS  
COMMISSION ON COLLEGES  
795 Peachtree Street, N. E.  
Atlanta, Georgia 30308

SUBSTANTIVE CHANGES - DEFINITIONS AND POLICIES

A substantive change is one which appears to modify the nature and scope of the institution, which affords instruction at a more advanced level, or which adds new geographic location (s) for instruction. When an institution commits itself to a substantive change it is the responsibility of the institution to notify the Commission on Colleges. During the change the institution should assure an orderly transition consistent with the regulations of the Commission. After the change is completed, the institution must seek validation by the Commission.

Classifications and Policies The following list classifies the principal substantive changes for which policies have been developed by the Commission on Colleges. For each change the Commission policy is cited.

I. Changes affecting governance.

- a. Change from private to public status; change from public to private; change from church affiliated to independent, or independent to church affiliated.

Policy When an accredited institution undergoes a change of governance, the institution may be regarded by the Executive Council as a new institution effective with the date on which the change takes place. Such an institution will be eligible immediately to seek accreditation in a manner prescribed by the Commission on Colleges.

- b. A merger of two accredited institutions.

Policy When two institutions effect a merger, the accreditation of the resultant institution may be established on the basis of the accreditation of one of the merging institutions. In each case of merger, specific rulings will be determined by the Executive Council of the Commission on Colleges.



- c. A branch campus gaining independent status.

Policy When a branch campus is made into an independent institution, the institution will be regarded as new and eligible to seek accreditation according to policies which govern the accreditation of new institutions. An exception to this general policy may be made by the Executive Council for a branch recently evaluated in the Program of Institutional Self-Study.

- d. Acquisition of an accredited institution by an unaccredited institution.

Policy An accredited institution deeded to or absorbed by an unaccredited institution may not retain its accreditation beyond the date of formal change of status. Eligibility to seek accreditation by the resultant institution as a new institution need not be modified by the combination of the two institutions.

- e. Acquisition of an unaccredited institution by an accredited institution.

Policy An unaccredited institution deeded to or absorbed by an accredited institution will be regarded as a branch or center (according to the program retained) and must conform to the policy on branches and centers (See IVb).

- f. Merger of an accredited and an unaccredited institution.

Policy When two institutions effect a merger, one being accredited and the other being not accredited, the resultant institution may retain the accreditation of the former but must secure the reaffirmation of accreditation immediately and not later than two years following merger.

## II. Changes affecting degree level.

- a. Conversion of a two-year into a four-year institution.

Policy Notification of the planned conversion of a two-year institution into a four-year institution must be sent to the Executive Secretary at least one year prior to the beginning of the conversion. In a manner prescribed by the Commission on Colleges, the institution must seek accreditation as a senior college. Accreditation as a two-year institution cannot extend beyond the calendar year in which the first baccalaureate class graduates.



- b. Introduction of master's level work at a bachelor's level institution.

Policy Notification of the planned introduction of master's level programs must be sent to the Executive Secretary at least one year prior to the beginning of the programs. In a manner prescribed by the Commission on Colleges, the institution must give evidence of compliance with the Standards of the College Delegate Assembly.

- c. Introduction of doctor's level work at a master's level institution.

Policy Notification of the planned introduction of doctor's level programs must be sent to the Executive Secretary at least one year prior to the beginning of the programs. In a manner prescribed by the Commission on Colleges, the institution must give evidence of compliance with the Standards of the College Delegate Assembly.

III. Changes affecting educational programs at the same level.

- a. Conversion of a single (limited) purpose to a multipurpose institution.

Policy An institution making a significant departure from its historic and limited educational program, that in effect at the time of the most recent evaluation, must give evidence of compliance with the Standards of the College Delegate Assembly. (Examples of such changes might be: the change of a junior college or technical institute into a comprehensive community college; the introduction of new areas of graduate studies.) Specific rulings governing the time for the reaffirmation of accreditation will be made by the Executive Council.

- b. A significant alternation in the purpose of the institution.

Policy An institution which effects a marked alteration in its purpose, without necessarily expanding the educational programs, may be directed by the Executive Council to give evidence of compliance with the Standards of the College Delegate Assembly.



IV. Changes affecting geographical setting.

a. Removal of the institution to a new location.

Policy An institution which is moved to a new location, completely apart from the first site, will be required to offer evidence that the institution at the new site is an institution comparable to the original but in different facilities. The accreditation can be continued.

b. Addition of new locations for instruction (centers or branches).

Policy When an institution establishes a new center or branch, the institution must undertake within two years the Institutional Self-Study Program designed for centers or branches. Accreditation of the parent institution can be affected by the evaluation of a center or branch.

Notices of projected substantive changes or questions about the policies and procedures should be directed to the Executive Secretary of the Commission on Colleges, Southern Association of Colleges and Schools, 795 Peachtree Street, N. E., Atlanta, Georgia 30308