

## **Fifth Year Interim Report Part III: Compliance Certification**

### **Section 5: Administrative Organization**

**5.4- Qualified Administrative/Academic Officers:** The institution employs and regularly evaluates administrative and academic officers with appropriate experience and qualifications to lead the institution.

(Qualified administrative/academic officers)

### **Section 6: Faculty**

**6.1-Full-Time Faculty:** The institution employs an adequate number of full-time faculty members to support the mission and goals of the institution.

(Full-time faculty)

**6.2.b-Program Faculty:** For each of its educational programs, the institution employs a sufficient number of full-time faculty members to ensure curriculum and program quality, integrity, and review.

(Program faculty)

**6,2,c-Program Coordination:** For each of its educational programs, the institution assigns appropriate responsibility for program coordination.

(Program coordination)

### **Section 8: Student Achievement**

**8.1-Student Achievement:** The institution identifies, evaluates, and publishes goals and outcomes for student achievement appropriate to the institution's mission, the nature of the students it serves, and the kinds of programs offered. The institution uses multiple measures to document student success. (Student achievement)

**8.2.a-Student Outcomes: Educational Programs-** The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results in the student learning outcomes for each of its educational programs. (Student outcomes: educational programs)

### **Section 9: Educational Program Structure and Content**

**9.1-Program Content:** Educational programs (a) embody a coherent course of study, (b) are compatible with the stated mission and goals of the institution, and (c) are based upon fields of study appropriate to higher education. (Program content)

**9.2-Program Length:** The institution offers one or more degree programs based on at least 60 semester credit hours or the equivalent at the associate level; at least 120 semester credit hours or the equivalent at the baccalaureate level; or at least 30 semester credit hours or the equivalent at the post-baccalaureate, graduate, or professional level. The institution provides an explanation of equivalencies when using units other than semester credit hours. The institution provides an appropriate justification for all degree programs and combined degree programs that include fewer than the required number of semester credit hours or its equivalent unit.(Program Length)

## **Section 10: Educational Policies, Procedures, and Practices**

**10.2-Public Information:** The institution makes available to students and the public current academic calendars, grading policies, cost of attendance, and refund policies.(Public information)

**10.3-Archived Information:** The institution ensures the availability of archived official catalogs, digital or print, with relevant information for course and degree requirements sufficient to serve former and returning students. (Archived information)

**10.5-Admissions,Policies, and Practices :** The institution publishes admissions policies consistent with its mission. Recruitment materials and presentations accurately represent the practices, policies, and accreditation status of the institution. The institution also ensures that independent contractors or agents used for recruiting purposes and for admission activities are governed by the same principles and policies as institutional employees. (Admissions policies and practices)

**10.6.a-Distance and Correspondence Education :**An institution that offers distance or correspondence education:(a) ensures that the student who registers in a distance or correspondence education course or program is the same student who participates in and completes the course or program and receives the credit.

**10.6.b-Distance and Correspondence Education:** An institution that offers distance or correspondence education: (b) has a written procedure for protecting the privacy of students enrolled in distance and correspondence education courses or programs.

**10.6.c-Distance and Correspondence Education :** An institution that offers distance or correspondence education:(c) ensures that students are notified in writing at the time of registration or enrollment of any projected additional student charges associated with verification of student identity.

**10.7-Policies for Awarding Credit :** The institution publishes and implements policies for determining the amount and level of credit awarded for its courses, regardless of format or mode of delivery. These policies require oversight by persons academically qualified to make the necessary judgments. In educational programs not based on credit hours (e.g., direct assessment programs), the institution has a sound means for determining credit equivalencies.

**10.9-Cooperative Academic Arrangements:** The institution ensures the quality and integrity of the work recorded when an institution transcribes courses or credits as its own when offered through a cooperative academic arrangement. The institution maintains formal agreements between the parties involved, and the institution regularly evaluates such agreements

## **Section 12: Academic and Student Support Services**

**12.1-Student Support Services:** The institution provides appropriate academic and student support programs, services, and activities consistent with its mission.

**12.4-Student Complaints:** The institution (a) publishes appropriate and clear procedures for addressing written student complaints, (b) demonstrates that it follows the procedures when resolving them, and (c) maintains a record of student complaints that can be accessed upon request by SACSCOC.

### **Section 13: Financial and Physical Resources**

**13.6-Federal and State Responsibilities:** The institution (a) is in compliance with its program responsibilities under Title IV of the most recent Higher Education Act as amended and (b) audits financial aid programs as required by federal and state regulations. In reviewing the institution's compliance with these program responsibilities under Title IV, SACSCOC relies on documentation forwarded to it by the U. S. Department of Education.

**13.7-Physical Resources:** The institution ensures adequate physical facilities and resources, both on and off campus, that appropriately serve the needs of the institution's educational programs, support services, and other mission-related activities

**13.8-Institutional Environment:** The institution takes reasonable steps to provide a healthy, safe, and secure environment for all members of the campus community.

### **Section 14: Transparency and Institutional Representation**

**14.1-Publication of Accreditation Status:** The institution (a) accurately represents its accreditation status and publishes the name, address, and telephone number of SACSCOC in accordance with SACSCOC's requirements and federal policy and (b) ensures all its branch campuses include the name of that institution and make it clear that their accreditation is dependent on the continued accreditation of the parent campus.

**14.3-Comprehensive Institutional Review:** The institution applies all appropriate standards and policies to its distance learning programs, branch campuses, and off-campus instructional sites.

**14.4-Representation to Other Agencies:** The institution (a) represents itself accurately to all U.S. Department of Education recognized accrediting agencies with which it holds accreditation and (b) informs those agencies of any change of accreditation status, including the imposition of public sanctions. (See SACSCOC's policy "Accrediting Decisions of Other Agencies.")