

<h1>Compliance Team Matrix</h1>			
Core Requirement Number	Short Reference	SACS Requirement	Committee Expertise /Assignments
2.1	Degree Granting Authority	The institution has degree-granting authority from the appropriate government agency or agencies.	Boutwell
2.2	Governing Board	The institution has a governing board of at least five members that is the legal body with specific authority over the institution. The board is an active policy-making body for the institution and is ultimately responsible for ensuring that the financial resources of the institution are adequate to provide a sound educational program.	Boutwell
2.3	Chief Exec. Officer	The institution has a chief executive officer whose primary responsibility is to the institution and who is not the presiding officer of the board.	Boutwell
2.4	Institutional Mission	The institution has a clearly defined and published mission statement specific to the institution and appropriate to an institution of higher education, addressing teaching and learning and, where applicable, research and public service.	Buja/Mikhail
2.5	Institutional Effectiveness	The institution engages in ongoing, integrated, and institution-wide research-based planning and evaluation processes that incorporate a systematic review of programs and services that (a) results in continuing improvement and (b) demonstrates that the institution is effectively accomplishing its mission.	Assoc. Deans Education
2.6	Continuous Operation	The institution is in operation and has students enrolled in degree programs.	Assoc. Deans Education
2.7	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 a written justification and rationale for program equivalency.	Assoc. Deans Education
2.7.2	Program Content	The institution offers degree programs that embody a coherent course of study that is compatible with its stated purpose and is based upon fields of study appropriate to higher education.	Assoc. Deans Education
2.7.3	Undergraduate Degree Rigor	The institution requires in each undergraduate degree program the successful completion of a general education component at the collegiate level that (1) is a substantial component of each undergraduate degree, (2) ensures breadth of knowledge, and (3) is based on a coherent rationale. For degree completion in associate programs, the component constitutes a minimum of 15 semester hours or the equivalent; for baccalaureate programs, a minimum of 30 semester hours or the equivalent. These credit hours are to be drawn from and include at least one course from each of the following areas: humanities/fine arts; social/behavioral sciences; and natural science/mathematics. The courses do not narrowly focus on those skills, techniques, and procedures specific to a particular occupation or profession. The institution provides a written justification and rationale for course equivalency.	Assoc. Deans Education
2.7.4	Alternate Approaches	The institution provides instruction for all coursework required for at least one degree program at each level at which it awards degrees. If the institution makes arrangements for some instruction to be provided by other accredited institutions or entities through contracts or consortia, or uses some other alternative approach to meeting this requirement, the alternative approach must be approved by the Commission on Colleges. In all cases, the institution demonstrates that it controls all aspects of its educational program.	Assoc. Deans Education
2.8	Faculty #s and Resources	The number of full-time faculty members is adequate to support the mission of the institution. The institution has adequate faculty resources to ensure the quality and integrity of its academic programs. In addition, upon application for candidacy, an applicant institution demonstrates that it meets Comprehensive Standard 3.7.1 for faculty qualifications	Assoc. Deans Education/ Management

2.9	Learning Resources/Services	The institution, through ownership or formal arrangements or agreements, provides and supports student and faculty access and user privileges to adequate library collections as well as to other learning/information resources consistent with the degrees offered. These collections and resources are sufficient to support all its educational, research, and public service programs.	Assoc. Deans Student Affairs/Figari
2.10	Student Support Services	The institution provides student support programs, services, and activities consistent with its mission that promote student learning and enhance the development of its students.	Assoc. Deans Student Affairs/Figari
2.11	Financial Stability	The institution has a sound financial base, demonstrated financial stability, and adequate physical resources to support the mission of the institution and the scope of its programs and services.	Finance
2.12	QEP	The institution has developed an acceptable Quality Enhancement Plan and demonstrates that the plan is part of an ongoing planning and evaluation process.	(addressed at later date)
Comprehensive Standards Number	Short Reference	SACS Requirement	Committee Expertise /Assignments
3.1.1	Mission Statement	The institution has a clearly defined and published mission statement specific to the institution and appropriate to an institution of higher education, addressing teaching and learning and, where applicable, research and public service.	Buja/Mikhail
3.2.1	Governing Board Selection of CEO	The governing board of the institution is responsible for the selection and evaluation of the chief executive officer.	Boutwell
3.2.2	Legal Authority/ Operating Control	The legal authority and operating control of the institution are clearly defined for the following areas within the institution's governance structure:	Legal/Boutwell
3.2.2.1	Institutions Mission	the institution's mission;	Boutwell
3.2.2.2	Fiscal Stability	the fiscal stability of the institution	Finance
3.2.2.3	Related and Affiliated Corporate Enetities	institutional policy, including policies concerning related and affiliated corporate entities and all auxiliary services	Finance/Figari
3.2.2.4	Related Foundations	related foundations (athletic, research, etc.) and other corporate entities whose primary purpose is to support the institution and/or its programs.	Boutwell/Coulter
3.2.3	Conflict of Interest	The board has a policy addressing conflict of interest for its members.	Boutwell
3.2.4	Board/Undue Influences	The governing board is free from undue influence from political, religious, or other external bodies, and protects the institution from such influence.	Boutwell
3.2.5	Board/Dismissal Process	Members of the governing board can be dismissed only for cause and by due process.	Boutwell
3.2.6	Policy Making Separation	There is a clear and appropriate distinction, in writing and practice, between the policy-making functions of the governing board and the responsibility of the administration and faculty to administer and implement policy.	Boutwell
3.2.7	Org. Structure Defined	The institution has a clearly defined and published organizational structure that delineates responsibility for the administration of policies.	Mikhail
3.2.8	Quals. of Officers	The institution has qualified administrative and academic officers with the experience, competence, and capacity to lead the institution.	Boutwell/Coulter
3.2.9	Appointment Policies	The institution defines and publishes policies regarding the appointment and employment of faculty and staff.	Boutwell
3.2.10	Eval. of Officers	The institution evaluates the effectiveness of its administrators, including the chief executive officer, on a periodic basis.	Boutwell
3.2.11 - N/A	CEO Authority intercollegiate athletics	The institution's chief executive officer has ultimate responsibility for, and exercises appropriate administrative and fiscal control over, the institution's intercollegiate athletics program. N/A	N/A
3.2.12	CEO Fund Raising	The institution's chief executive officer has ultimate control of the institution's fund raising-activities.	Coulter

3.2.13	Foundations Not Controlled	Any institution-related foundation not controlled by the institution has a contractual or other formal agreement that (a) accurately describes the relationship between the institution and the foundation, and (b) describes any liability associated with that relationship. In all cases, the institution ensures that the relationship is consistent with its mission.	Coulter
3.2.14	Policies of Ownership	The institution's policies are clear concerning ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property. This (policy) applies to students, faculty, and staff.	Bruce Butler
3.3.1	Outcomes Assessment	The institution identifies expected outcomes for its educational programs and its administrative and educational support services; assesses whether it achieves these outcomes; and provides evidence of improvement based on analysis of those results.	All (TracDat)
3.4.1	Course Credits Evaluated	The institution demonstrates that each educational program for which academic credit is awarded (a) is approved by the faculty and the administration, and (b) establishes and evaluates program and learning outcomes.	Assoc. Deans Education
3.4.2	Cont. Ed./Outreach Fits Mission	The institution's continuing education, outreach, and service programs are consistent with the institution's mission.	Assoc. Deans Education
3.4.3	Admission Policies Fit Mission	The institution publishes admissions policies consistent with its mission.	Assoc. Deans Education
3.4.4	Policy for Credit Transfers	The institution has a defined and published policy for evaluating, awarding, and accepting credit for transfer, experiential learning, advanced placement, and professional certificates that is consistent with its mission and ensures that coursework and learning outcomes are at the collegiate level and comparable to the institution's own coursework or credit recorded on the institution's transcript.	Assoc. Deans Education
3.4.5	Academic Policies	The institution publishes academic policies that adhere to principles of good educational practice. These are disseminated to students, faculty, and other interested parties through publications that accurately represent the programs and services of the institution.	Assoc. Deans Education
3.4.6	Practices for Credits	The institution employs sound and acceptable practices for determining the amount and level of credit awarded for courses, regardless of format or mode of delivery.	Assoc. Deans Education
3.4.7	Ed. Consortial Relationships	The institution ensures the quality of educational programs/courses offered through consortial relationships or contractual agreements, ensures ongoing compliance with the comprehensive requirements, and evaluates the consortial relationship and/or agreement against the purpose of the institution.	Assoc. Deans Education
3.4.8	Noncredit Coursework	The institution awards academic credit for coursework taken on a noncredit basis only when there is documentation that the noncredit coursework is equivalent to a designated credit experience.	Assoc. Deans Education
3.4.9	Acad. Support Services	The institution provides appropriate academic support services.	Assoc. Deans Student Affairs
3.4.10	Ed. Requirements Published	The institution defines and publishes general education requirements for its undergraduate programs and major program requirements for all its programs. These requirements conform to commonly accepted standards and practices for degree programs.	Assoc. Deans Student Affairs
3.4.11	Student Confidentiality	The institution protects security, confidentiality, and integrity of its student academic records and maintains special security measures to protect and back up data.	Assoc. Deans Student Affairs
3.4.12	Fac. Oversight of Curriculum	The institution places primary responsibility for the content, quality, and effectiveness of its curriculum with its faculty.	Assoc. Deans Education
3.4.13	Quals. For Degree Prog. Oversight	For each major in a degree program, the institution assigns responsibility for program coordination, as well as for curriculum development and review, to persons academically qualified in the field. In those degree programs for which the institution does not identify a major, this requirement applies to a curricular area or concentration.	Assoc. Deans Education
3.4.14	Student Ed. Technology	The institution's use of technology enhances student learning, is appropriate for meeting the objectives of its programs, and ensures that students have access to and training in the use of technology.	IT/Weems
3.5.1	College Level Competencies	The institution identifies college-level competencies within the general education core and provides evidence that graduates have attained those competencies.	Assoc. Deans Education

3.5.2	25% Credit Hours Earned	The institution awards degrees only to those students who have earned at least 25 percent of the credit hours required for the degree through instruction offered by that institution.	Assoc. Deans Education
3.6.1	Progressive Content for Prof. Degrees	The institution's post-baccalaureate professional degree programs, and its master's and doctoral degree programs, are progressively more advanced in academic content than undergraduate programs.	Assoc. Deans Education
3.6.2	Fosters Independent Learning	The institution ensures that its graduate instruction and resources foster independent learning, enabling the graduate to contribute to a profession or field of study.	Assoc. Deans Education
3.6.3	Majority Credits Grad. Degree Inhouse	The majority of credits toward a graduate or post-baccalaureate professional degree are earned through the institution awarding the degree. In the case of graduate and post-baccalaureate professional degree programs offered through joint, cooperative, or consortial arrangements, the student earns a majority of credits from the participating institutions.	Assoc. Deans Education
3.7.1	Faculty Qualifications	The institution employs competent faculty members qualified to accomplish the mission and goals of the institution. When determining acceptable qualifications of its faculty, the institution gives primary consideration to the highest earned degree in the discipline in accordance with the guidelines listed below. The institution also considers competence, effectiveness, and capacity, including, as appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes. For all cases, the institution is responsible for justifying and documents the qualifications of its faculty.	Assoc. Deans Education/ Fac. Affairs (Faculty Qualifications Team)
3.7.2	Faculty Evaluation	The institution regularly evaluates the effectiveness of each faculty member in accord with published criteria, regardless of contractual or tenured status.	Assoc. Deans Education/Fac. Affairs
3.7.3	Faculty Prof. Dev.	The institution provides evidence of ongoing professional development of faculty as teachers, scholars, and practitioners.	Assoc. Deans Education/ Fac. Affairs
3.7.4	Academic Freedom Protected	The institution ensures adequate procedures for safeguarding and protecting academic freedom.	Assoc. Deans Education/Fac. Affairs
3.7.5	Faculty Policies Published	The institution publishes policies on the responsibility and authority of faculty in academic and governance matters.	Assoc. Deans Education/Fac. Affairs
3.8.1	Learning Resources	The institution provides facilities, services, and learning/information resources that are appropriate to support its teaching, research, and service mission.	Assoc. Deans Student Affairs
3.8.2	Library Resources	The institution ensures that users have access to regular and timely instruction in the use of the library and other learning/information resources.	Eaton/ Management Deans and Directors
3.8.3	Information Resource Staffing	The institution provides sufficient number of qualified staff – with appropriate education or experiences in library and other learning/information resources – to accomplish the mission of the institution.	Eaton /Management Deans and Directors
3.9.1	Student Rights Published	The institution publishes a clear and appropriate statement of student rights and responsibilities and disseminates the statement to the campus community.	Jenkins
3.9.2	Student Records Protection	The institution protects the security, confidentiality, and integrity of its student records.	Jenkins
3.9.3	Student Affairs Support Services	The institution provides services supporting its mission with qualified personnel to ensure the quality and effectiveness of its student affairs program	Assoc. Deans Student Affairs
3.10.1	Institutional Financial Stability	The institution's recent financial history demonstrates financial stability.	Finance
3.10.2	Financial Statements	The institution provides financial statements and related documents, including multiple measures for determining financial health as requested by the Commission, which accurately and appropriately represent the total operation of the institution.	Finance

3.10.3	Financial Aid Statements	The institution audits financial aid programs as required by federal and state regulations.	Williams
3.10.4	Inst. Control Over Finance	The institution exercises appropriate control over all its financial and physical resources.	Finance
3.10.5	Inst. Control Over Research Funds	The institution maintains financial control over externally funded or sponsored research and programs.	Finance/ Research
3.10.6	Community Safety	The institution takes reasonable steps to provide a healthy, safe, and secure environment for all members of the campus community.	Emory/Figari
3.10.7	Supportive Physical Facilities	The institution operates and maintains physical facilities, both on and off campus, that are adequate to serve the needs of the institution's educational programs, support services, and other mission-related activities.	Management Deans/Figari
Federal Requirements Number	Short Reference	SACS Requirement	Committee Expertise /Assignments
4.1	Alumni Outcomes	When evaluating success with respect to student achievement in relation to the institution's mission, the institution includes, as appropriate, consideration of course completion, state licensing examinations, and job placement rates.	Alumni Directors
4.2	Curriculum Appropriate	The institution maintains a curriculum that is directly related and appropriate to its purpose and goals and to diplomas, certificates, or degrees awarded.	Assoc. Deans Education
4.3	Student Notice of Policies	The institution makes available to students and the public current academic calendars, grading policies, and refund policies.	Assoc. Deans Student Affairs
4.4	Degree Program Length Appropriate	The institution demonstrates that program length is appropriate for each of the degrees offered.	Assoc. Deans Education
4.5	Student Complaint Procedures	The institution has adequate procedures for addressing written student complaints and is responsible for demonstrating that it follows those procedures when resolving student complaints.	Assoc. Deans Student Affairs
4.6	Recruitment Materials Appropriate	Recruitment materials and presentations accurately represent the institution's practices and policies.	Student Affairs.
4.7	Primary Accreditor Published	The institution publishes the name of its primary accreditor and its address and phone number.	Boutwell
4.8	Title IV Compliance	The institution is in compliance with its program responsibilities under Title IV of the 1998 Higher Education Amendments.	Williams