





It is the responsibility of the College's Accreditation Liaison to:

1. Assess any Substantive Change in the institution for accreditor requirements
2. Determine what action(s) with respect to accreditors is/are needed;
3. File the appropriate notification, request, or prospectus with the accreditor(s) in a timely manner;
4. Liaise between the accreditor(s) and the College about any required follow-up action.
5. Communicate the renewal of this policy with Academic and Administrative Leadership and Faculty, as well as new management employees through their IE training module.

For additional research on what constitutes a substantive change, please review the following information:

- ◁ [SACSCOC Policy on Substantive Change](#)
- ◁ [ABHE Policy on Substantive Change](#)

If you have any questions about a proposal or a change that you would like to see