

## C-12

## POLICY

[Changes to Existing Programs](#)

In support of the College's Strategic Plan and as part of established continuous improvement processes, all instructional areas of the College regularly implement curriculum changes that enable the College to better meet the needs of its constituents. To effectively achieve this objective, it is the policy of Southeast Community College to follow the guidance of the Nebraska Coordinating Commission for Postsecondary Education (CCPE), Higher Learning Commission (HLC), and United States Department of Education (ED) regarding making changes to existing programs.

**Types of Changes to Existing Programs**

The types of changes to existing programs that SCC may report to CCPE, HLC, and ED are:

1. Converting a program from clock to credit hour
2. Increasing or decreasing the number of clock or credit hours required for completion of a program
3. Substantially changing the content of a program
4. Adding a concentration or specialization that is a significant departure from the original program approval
5. Developing customized Pathways or abbreviated/modified courses for academic programs as described in the Prior Learning Assessment policy
6. Changing a program's method of delivery
7. Changing the length of term affecting allocation of credit
8. Cancelling or suspending a program

**Administrative Oversight**

The Vice President for Instruction, Vice President for Program Development, Associate Vice President for Student Enrollment, and Accreditation Liaison Officer collaborate to ensure changes are reported to HLC and CCPE within the established catalog process. Some changes may also require prior approval from the U.S. Department of Education.

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