

Public Disclosure of Administrative Policies

MILLIGAN UNIVERSITY

January 2021

The Office of Institutional Research and Effectiveness maintains the following policy statements. For questions and additional details about these policies, please contact the Office of Institutional Research and Effectiveness at 423-461-8414.

POLICY STATEMENT FOR POLICY ADMINISTRATION

The Policy Administration policy statement defines the process by which Milligan University administers the creation, approval, and maintenance of Milligan's institutional policies and their related procedures. Institutional policies are organized as a collection of approved policies in the following published documents, and are the primary source of reference for any other publication and communication of these policies:

SACSCOC* Standard Number	Accreditation Standard Requirement	Milligan Policy Location
4.2.b	Board/administrative distinction	Board of Trustees Bylaws
4.2.d	Conflict of interest	Board of Trustees Bylaws
4.2.e	Board dismissal	Board of Trustees Bylaws
4.2.g	Board self-evaluation	Board of Trustees Bylaws
4.3	Multi-level governing structure	Board of Trustees Bylaws
5.3	Institution-related entities	Board of Trustees Bylaws
5.5	Personnel appointment and evaluation	Personnel Handbook
6.3	Faculty appointment and evaluation	Faculty Handbook
6.4	Academic freedom	Faculty Handbook
10.1	Academic policies	University Catalog
10.2	Public information (Academic)	Office of IRE
10.4	Academic governance	Faculty Handbook
10.5	Admissions policies and practices	University Catalog
10.6	Distance and correspondence education	Faculty Handbook
10.7	Policies for awarding credit	University Catalog
10.8	Evaluating and awarding academic credit	University Catalog
12.3	Student rights	Student Handbook
12.4	Student complaints	Student Handbook
14.2	Substantive change	Office of IRE

*Southern Association of Colleges and Schools Commission on Colleges

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POLICY STATEMENT FOR ACADEMIC INFORMATION FOR PUBLIC DISCLOSURE

The Academic Information for Public Disclosure policy statement defines the process by which Milligan University makes Milligan's institutional academic information publicly available according to SACSCOC *Principles* (8.1 and 10.2) and the related SACSCOC policy statement on institutional obligations for public disclosure.

Information	Document	Location(s)
Academic Calendars	University Catalog	www.Milligan.edu/catalog ; www.milligan.edu/gps/ (for Graduate and non-traditional programs)
Grading Policy	University Catalog	www.Milligan.edu/catalog
Cost of Attendance	University Catalog	www.Milligan.edu/catalog ; www.milligan.edu/disclosure/ ; www.milligan.edu/sfs/
Refund Policies	University Catalog	www.Milligan.edu/catalog ; www.milligan.edu/sfs/
Off-Campus locations	University Catalog	www.Milligan.edu/catalog ; www.milligan.edu/academics/study-abroad-off-campus-programs/
Institution and Student Outcomes	University Catalog	www.Milligan.edu/catalog ;
Student Achievement	Compiled each fall for publication	www.milligan.edu/academics/#academics

POLICY STATEMENT FOR SUBSTANTIVE CHANGE MANAGEMENT

The Substantive Change Management policy statement describes the procedures used by the Office of Institutional Research and Effectiveness for evaluating institutional and academic changes in compliance with the SACSCOC *Principles* (14.2) and the related SACSCOC policy statement on substantive change.

- **Institutional changes** are approved by the President/CEO and are presented to the Board of Trustees for approval as per the Board of Trustees' *Bylaws* and related *Board of Trustees Policy Manual*. Such changes may include: any change to the institution's mission or objectives; any change to the institution's legal status, form of control, ownership, or governance; acquiring/merging with another institution, or acquiring a program or location of another institution; establishment/reopening of off-site or branch campuses, or addition of another permanent location for teach-out of a program for a closed institution; and entering into a contract with an entity not eligible for Title IV funding.
- **Academic changes** are subject to review and approval by the Faculty and the Administration, including the President and the Board where necessary. Academic changes are approved through the governance procedure of the Academic Committee and the Faculty as stipulated in the *Faculty Handbook*. Academic changes approved by the Faculty are evaluated by the SACSCOC Accreditation Liaison for SACSCOC substantive change reporting.
- Institutional and Academic changes are reviewed and reported to SACSCOC by the SACSCOC Accreditation Liaison according to the SACSCOC *Principles* (14.2), and per the most current version of the *Substantive Changes for SACSCOC Accredited Institutions* policy statement.