



April 5, 2024

Dr. Michael Amiridis
President
University of South Carolina - Columbia
206 Osborne Administration Bldg.
Columbia, SC 29208

Dear Dr. Amiridis:

Thank you for submitting the following substantive change:

Substantive change:
**OCIS Approval Limited Review
Clover High School
1625 State Highway 55 East
Clover, SC 29710**

Submission date:

12/12/2023

Intended Implementation date:

8/1/2024

Case ID:

SC024584

University South Carolina Columbia proposes approval of the Clover High School off-campus instructional site (OCIS).

The request was deferred for the following additional information on December 21, 2023.

1. Did not provide documentation of faculty involvement in the planning and approval of the change.
2. Did not provide evidence of legal authority for the change if approval is required by the governing board or the state.

The response to the deferral was received on February 8, 2024.

The prospectus was deferred a second time on February 11, 2024, for the following additional information:

1. Did not provide evidence of legal authority for the change if approval is required by the governing board or the state. In response to the first request, the institution provided approval for the AA/AS program of study. This substantive change is for an off-campus instructional site.

The response to the second deferral was received on March 20, 2024.



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The University of South Carolina at Columbia (USCC) plans to offer the previously approved Associate of Arts (AA) and the Associate of Science (AS) via face-to-face instruction at the Clover High School off-campus instructional site (OCIS). The expected enrollment for Clover High School is expected to reach between 300 to 350 students. The target audience will be high-performing high school dual-enrolled students enrolled at the high school. The University intends for the site to be ongoing.

Population growth and demographic changes within the target population have led to a demonstrated demand for additional courses at the site. To be able to meet its mission of serving these students, USC Union is a branch campus and is requesting to offer more than 50% of an associate degree at the high school site. South Carolina adults are mostly undereducated. According to recent statistics (2017-2021), only 10% of South Carolinians between the ages of 18 to 24 have earned a bachelor's degree. The new site aligns with the mission of the university to provide higher education and intellectual leadership to residents in its area.

All courses scheduled at Clover High School either meet specific requirements of the Carolina Core (the University of South Carolina's general education core for all baccalaureate degrees) or meet specific requirements for USC Union's associate degrees (which include the Carolina Core). Expansion of these course offerings will enable USC Union to offer more options for high-performing students who are eligible to enroll in college programs.

USC-Union faculty has been involved in the planning and approval of existing university courses offered. USC-Columbia faculty work with Clover High School staff, involving administrators in any implementations of programs both new and existing. The off-campus instructional site was approved by the South Carolina Commission on Higher Education, as the legal authority, on July 12, 2019.

The University is well-prepared to offer courses at the high school site. USC Union emphasizes the development of the whole person and especially seeks to foster students in the disciplines essential to an educated citizenry. Core competencies, including the ability to communicate through effective writing and articulate speech; computational and quantitative mastery; creative and critical thinking; and the duties of citizenship are strategically integrated within the curriculum. Classroom experiences, student activities, and physical education programs also provide opportunities for cultural enrichment, leadership development, intellectual growth, and interpersonal relationships, all contributing to a sense of self-reliance and the joy of learning.

To maximize the chances for student success in this program, admissions requirements for acceptance into the Clover High School dual enrollment program are higher than they are for traditional freshmen and transfer students at the USC Union campus. High school students must have a grade point average (GPA) of 3.0 and the recommendation of the high school principal or designee.



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The University provided the curriculum program of study, course descriptions, and a projected schedule of course offerings. The University provided the qualifications of eleven full-time and twenty-seven part-time faculty. Faculty appear to be qualified to teach the general education courses offered in the AA and AS degree programs. Keep in mind that the ultimate determination of faculty qualifications is the responsibility of the peer review team who will assess the program as part of the institution's next SACSCOC reaffirmation review.

The implementation of the Clover High School site does not impact faculty workload, as faculty are hired specifically to teach courses offered at Clover High School and neighboring high schools without exceeding a normal teaching load. Faculty teach anywhere from one to four courses in a semester depending on student needs and current teaching schedule.

No new library resources will be needed to serve this new location. Library services for USC Union are provided by Union County Carnegie Library. Library information is readily available on the Union County Carnegie Library's main page. The physical library is 53 minutes from Clover High School. Students have access to the USC Union digital databases and SCDiscus. Students are made aware of the library and learning and information resources available to them during several orientation sessions (in presentation and distributed digital information), course syllabi, and individual course orientation.

Student support resources appear to be adequate to support the new site. The University offers tutoring, counseling, career services, and internships to ensure student success and provide student support.

Clover High School has adequate physical resources to accommodate enrollments with room for growth. The district has allocated enough classrooms to accommodate the USC Union courses. Each classroom is equipped with state-of-the-art technology to facilitate instruction with minimal to no additional equipment requirements from USC Union. Being that the program is occupying an existing educational facility, all basic infrastructure needs are met. There is office space provided for faculty to work during, before, and after class instruction, hold office hours, or eat lunch. Faculty teaching at Clover High School do not teach overloads, nor are they required to be on the Union campus. The Director of Faculty, Curricula, and Courses visits classrooms during the semester and stays in contact with faculty to ensure their teaching needs are met.

Although no major equipment purchases are anticipated to get the program off the ground, small items may be obtained to support individual disciplines as the program evolves. Such small items might include laptop computers, printers, projectors, screens, document cameras, consumable items such as dry-erase markers, copy and printer paper, and other incidental office supplies. Small purchases will be absorbed into the proposed budget for this site and other existing campus budgets such as the IT budget. As enrollments and space requirements grow, unique needs such as supplies for art classes or science classes will be identified and



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added to the annual operating budget. The Clover High School location will not have a substantive impact on existing programs and services.

The financial sources for expanding the programs are provided directly from tuition funding. The projected revenue is based on the current High School Lottery Tuition Assistance Program (HSLTAP) and anticipated student enrollment. Tuition revenues are expected to increase as more students take advantage of the opportunity to complete more than 50% of the program at Clover High School. The University provided a five-year budget plan with revenues exceeding expenditures.

Assessment of all academic courses is performed through course evaluations, onsite observations, and through the University of South Carolina Assessment procedure. For courses that meet Carolina Core requirements, assessment is coordinated through the office of Palmetto College, which prepares an annual assessment report. Course evaluations address topics such as quality of instruction, adequacy of facilities, adequacy of library resources, technology, and faculty availability (outside of class time).

Learning outcomes for students enrolled at USC Union who take courses at the Clover High School site are included in the annual assessment reports for all associate degree programs. These responsibilities are of program faculty because faculty are the experts in their disciplines and know best how to evaluate student mastery of program learning outcomes. Quality assurance procedures are built into the process at the institutional level to ensure data integrity and appropriate responses to student performance on learning outcomes by program administrators.

Most of the resources for the AA and AS programs at Clover High School location are already in place. Enrollment projections are very conservative based on anticipated demand. The University does not need to hire new faculty to support this location. Existing faculty will be able to support the needs of the site. If enrollment numbers decline, the University can scale back on the number of sections that are offered at the location.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Clover High School off-campus instructional site (OCIS). It was the decision of the Board to approve the site and include it in the scope of accreditation.

An invoice for \$500 to help defray the cost of reviewing the prospectus is enclosed with the liaison's copy of this letter.

Should you need assistance, please contact Dr. Kelli V. Randall at 404-994-6545 or via email at krandall@sacscoc.org.



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Please include the Case ID number above in all submissions or correspondence about this substantive change.

Sincerely,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.
President

BSW/DDG:lp

Enclosure (invoice with liaison's copy only)

cc: Mr. Donald Miles, Executive Director Institutional Research, Assessment, and Analytics,
University of South Carolina - Columbia
Dr. Kelli V. Randall, Vice President, SACSCOC