



✓ RECEIVED APR 22 2019

April 12, 2019

Mr. Douglas D. Miles
Director, Institutional Effectiveness
and Accreditation
University of South Carolina - Columbia
1710 College Street
Columbia, SC 29208

Dear Dr. Miles:

Thank you for your letter of December 19, 2018, transmitting a modified prospectus for two new off-campus sites where 50% or more of the Professional Master of Business Administration (P.M.B.A.) degree program will be offered, effective August 2019.

The locations of the sites are as follows:

Marine Corps Air Station (MCAS)
Building 596
Geiger Boulevard
MCAS Beaufort, SC 29904

Marine Corps Recruit Depot Parris Island
Building 923
355 Chosin Reservoir Road
MCRD Parris Island, SC 29905

Upon request by the U.S. Marine Corps, the University will offer the Professional Master of Business Administration (P.M.B.A.) Program at the two additional sites. It currently offers the program, which serves eligible active duty Marines, other government employees, and their families, at other approved sites. A Memorandum of Understanding between both the Marine Corps Air Station in Beaufort, South Carolina, and the Marine Corps Recruit Depot in Parris Island, South Carolina, concerning the offering of the program at the sites was provided. The offering of programs at off-campus sites is consistent with the mission of both the University and its Darla Moore School of Business. Evidence of involvement of faculty and administrators in offering the program at the proposed sites and of appropriate approvals was provided. The 48 credit hour program is delivered in blended format. Video conferencing equipment is available in all locations to provide real time communication with the professors in the Moore School classrooms during class time as well as to the other P.M.B.A. sites.



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There are no differences among locations in admission, curriculum, or graduation requirements. There are no special arrangements regarding grading, transcripts, or transfer policies for any location. Student learning outcomes for the P.M.B.A. program were listed. The program offered at the off-campus sites will be monitored using the same evaluation processes as those used at the main campus. The assessment process was described. Course evaluations for all locations are carried out using Class Climate, the online course evaluation system maintained by the University's Division of Information Technology. The School of Business has an established assessment process, in which the Assessment Director coordinates directly with program administration and course instructors to identify assessment measures and collect student outputs. Because the instructors for courses at these sites are located at the Columbia campus, communication between the instructors and the Assessment Director and the collection of student work are the same as for all other programs and courses offered by the School of Business.

The Faculty Director of the P.M.B.A. Program supervises the program's Managing Director, who holds primary responsibility for activities at the two proposed sites. The Managing Director will supervise the Site Manager/Coordinator and visit the locations every one to two months. This individual will also be responsible for acting as the liaison with the Marine Corps regarding all information about the Program and students as needed. Technology at the site is overseen by the School of Business Information and Technology Services group, with support from the University's Division of Information Technology.

Qualifications of faculty members to teach courses in the program appear appropriate. Additional qualifications in lieu of a terminal degree were provided for several of the faculty members along with explanations of how the additional qualifications align with student learning outcomes and descriptions of courses assigned to them. While these additional qualifications appear to provide sufficient evidence of appropriate qualifications to teach the courses assigned to them, the University is reminded that final judgment concerning qualifications of faculty members rests with SACSCOC evaluators during any review of the institution.

A list of primary learning resources along with a description of their relevance to the P.M.B.A. program was provided. Students at off-campus sites can access resources electronically through the library website. Each term, instructors have the opportunity to have a librarian address their classes to provide further information and demonstrations on accessing these resources. The librarian sets up business research guides for different classes, projects, and/or subject areas as needed. In addition, instructions on accessing the library are included on Blackboard class



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websites (as needed by course). The Library can help instructors serve distance students by putting course readings into Blackboard, and the e-Reserves service can provide links to library databases, including streaming video as well as journal articles. They can also scan articles from the Library's print collection into Blackboard. Further, the Library has a chat function that allows students and instructors to chat with a librarian in real time as needed. Beyond the University of South Carolina Library, the School of Business also has Bloomberg databases accessible from a computer lab in Columbia. All students, regardless of location, travel to Columbia to use these resources as scheduled for a particular course.

Student support services are provided to students regardless of location and include onboarding (virtual webinars offered after the applicant is admitted), academic advisement and course navigation, a dedicated career coach along with access to the Office of Career Management, and a P.M.B.A. hooding ceremony each May and December. One additional site manager/coordinator will be employed for these two new sites since they are close to each other. This person manages all student concerns, acts as the liaison with the Marine Corps, and is an expert in operating the Polycom technology before, during, and after classes are held.

Physical facilities to support the offering of the program at the two sites appear adequate. Classrooms will contain a Polycom RealPresence Group 500 System, two 65" monitors, 2 ceiling microphones, and an Eagle Eye IV camera. The Parris Island site will provide an office and classroom with video conferencing equipment providing real time communication with the professors in the School of Business classrooms during class time as well as to the other P.M.B.A. sites. The Marine Corps Air Station will provide an office and classroom also with the same video conferencing equipment as found at the Parris Island site.

Financial support for the program to be offered at the two additional sites appears sufficient based on information provided.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Marine Corps Air Station (MCAS) and the Marine Corps Recruit Depot Parris Island off-campus sites. It was the decision of the Board to approve the sites and include them in the scope of the current accreditation.

The sites will be reviewed again, which may include a site visit, as part of the institution's fifth-year or decennial review.

Enclosed is an invoice for \$500 to help defray the cost of review of the prospectus.



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At its meeting in June 2018, the SACSCOC Board of Trustees approved modification of the *Substantive Change Policy for SACSCOC Accredited Institutions Policy Statement* for any type of substantive change requiring approval. If an approved substantive change has not been implemented within two years of action by the SACSCOC Board of Trustees, the institution will need to submit a new prospectus for the change or application for a level change.

Sincerely,

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

Belle S. Wheelan, Ph.D.
President

BSW/ABC:lp

Enclosure

cc: Dr. Harris Pastides, President
Dr. Linda Thomas-Glover



Southern Association of Colleges and Schools
 Commission on Colleges, Inc.
 1866 Southern Lane
 Decatur, GA 30033-4097

INVOICE

Date	Invoice #
4/12/2019	5392

Bill To
Univ. of South Carolina - Columbia Dr. Phillip S. Moore Osborne Admin. Bldg. Columbia, SC 29208

Please include the Case ID on your check and on all correspondence with the commission regarding this submission.

Case ID	Due Date	Account #
	Due upon receipt	63680

Description	Amount
REVIEW OF SUBSTANTIVE CHANGE PROSPECTUS FEE	
Substantive Change Fee for transmitting a modified prospectus for two new off-campus sites where 50% or more of the Professional Master of Business Administration (P.M.B.A.) degree program will be offered, effective August 2019. The locations of the sites are as follows:	500.00
Marine Corps Air Station (MCAS) Building 596 Geiger Boulevard MCAS Beaufort, SC 29904	
Marine Corps Recruit Depot Parris Island Building 923 355 Chosin Reservoir Road MCRD Parris Island, SC 29905	

Please make checks payable to SACSCOC. Attn:Business Office and/or Sharon Wilks	Total	\$500.00
	Payments/Credits	\$0.00
	Balance Due	\$500.00

Questions, please contact Sharon Wilks @ 404-679-4501 ext 4507 or 404-994-6540

Phone #	Fax #	E-mail
404-679-4501 ext 4507	404-994-6590	swilks@sacscoc.org

Web Site
www.sacscoc.org