

SUB CHANGE SERIES

KEEPING YOU UP-TO-DATE ON ALL THINGS SUB CHANGE

DIRECTOR'S CUT

Greetings! We are so proud to showcase a snapshot of happenings in the Substantive Change area since the momentous changes in December 2025.

My predecessor, Dr. Kevin Sightler, carefully and craftily orchestrated a whopping 51% reduction in Substantive Change categories, eliminating many non-federally mandated actions that had over time become part of the SubChange processes. The elimination of the 25 categories has lessened institutional burden however, the information needed from the eliminated categories still needs to be captured and processed within SACSCOC. In collaboration with supportive leadership, our amazing IT department, dedicated VPs, and the SubChange team, we have reorganized background operational processes to bridge the chasm resulting from reduced institutional input. Our team has been working feverishly behind the scenes to ensure procedures and required data are accurately documented and processed, in alignment with federal and SACSCOC regulations. We are still working through some new processes, but I'm proud to say that despite all the challenges, we are continuing to support our institutions to a very high degree.

Your support and engagement in the work of the Substantive Change Office and in the overall SACSCOC processes are welcomed and appreciated.

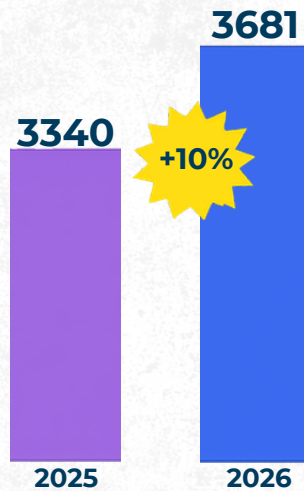
Questions? Thoughts? Ideas? Please reach out to us; we're here for you!

Dr. Michelle Madden
Director of Substantive Change

SUB CHANGE BY THE NUMBERS

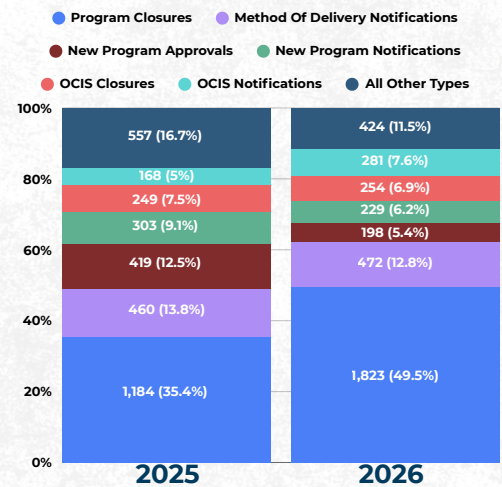
TOTAL SUB CHANGE SUBMISSIONS

12 MONTH PERIOD ENDING
05/25 & 05/26



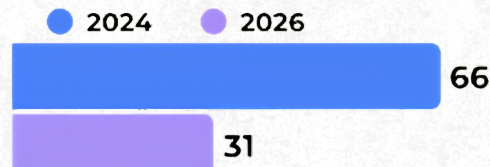
TOP SUB CHANGE SUBMISSIONS

12 MONTH PERIOD ENDING
05/25 & 05/26



AVERAGE TIME TO COMPLETION (DAYS)

24 MONTH PERIOD FROM 05/24 - 05/26



6 MONTH HIGHLIGHTS



Regional/local conference presentations on updated processes



1,000+ Executive Council cases processed; improved turnaround times



Prison Education Program 2-Year Best Interest requirements establishment



Institutional Portal + Online Screening Form process streamlining



New workflow guides + documentation creation



250+ cases presented to CEO, including workforce initiative programs



Reduced Credit Degree Policy & Guidance



SubChange Policies & Procedures revision (federal mandates)

KUDOS CORNER

"Thank you and all you do..."

– Luther Rice College
& Seminary

"I appreciate your swift and thoughtful response!"

– Jacksonville University

"Please extend my appreciation as well to your team for their continued guidance and support throughout this process."

– American University
in the Emirates

"Fingers crossed that we are all set moving forward and thank you for your detective work!"

– Virginia Tech



SubChange Team L-R:

Karmen Gary, Michael Clark, Shalawn Bozman
Robin Zuñiga, Michelle Madden

LINKS & DOCUMENTS



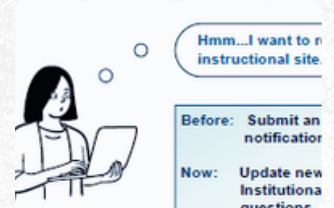
Substantive Change
Policies & Procedures



Institutional Email
Sent March 2026



Sub Change
Infographic



Visual Job Aid



Reduced-Credit
Undergraduate
Degree Policy &
Guidelines



Unv. of N. Alabama
Roadshow
Presentation

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WEBPAGE
SUBSTANTIVE CHANGE