



June 6, 2025

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**  
**Legion Collegiate Academy**  
**3090 Long Meadow Road**  
**Rock Hill, SC 29730**  
Submission date:  
**12/27/2024**  
Intended Implementation date:  
**8/1/2025**  
Case ID:  
**SC029841**

SACSCOC requested additional information via email on March 12, 2025. The institution's response on May 17, 2025, was added to the record and is reflected in the narrative below.

The University of South Carolina Lancaster (USCL) requested approval to offer 50% or more of the Associate in Arts and Associate in Science degrees at the Legion Collegiate Academy (LCA) off-campus instructional site (OCIS) located at 3090 Long Meadow Road, Rock Hill, SC 29730 with an implementation date of August 1, 2025. The proposed site is not a branch campus. The site is located in the same state as the institution's main campus. The target audience is dual credit tenth to twelfth grade students at LCA. Projected enrollment for programs at the site is 170 students annually. The methods of delivery of the programs include face-to-face and distance learning (online) and will be ongoing. The institution will utilize the Blackboard learning management system (LMS) for its online platform. The institution was approved for distance learning December 5, 2003.

The institution is well positioned to undertake this change with a high-quality teaching faculty dedicated to excellence in instruction, scholarship, public and professional services. USCL offers associate degrees that provide pathways for students to continue their education in the University as well as providing for the completion of selected bachelor's degrees on campus through cooperative agreements and delivery systems with other USC System institutions. The need for the proposed expansion at the LCA OCIS was indicated by a growing population in the state. Expansion of courses offerings will enable USC Lancaster to offer more options for high performing students who are identified as eligible to enroll in college programs.



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The change was described in the context of the institution's mission and strategic goals and appears to be consistent. Course offerings at the site were determined by Academic and Student Affairs officials of USCL and administrators from LCA. All courses scheduled either meet specific requirements of the Carolina Core or meet specific requirements for USCL associate degree programs. The institution received institutional approval for the change from the University of South Carolina Board of Trustees. Documentation was provided. The institution received state approval for the change from the South Carolina Commission on Higher Education. Documentation was provided.

The curricula of both programs were provided and a schedule of relevant coursework to be offered was listed. In the 2024-2025 academic year, 22 possible total credit hours out of the 60 credit hours in the AA or AS were offered, resulting in 36.7% of the degrees. If approval is granted, beginning in fall 2025, courses offered should exceed the 50% mark. A schedule of course offerings for two semesters was provided. Ten program objectives and accompanying student learning outcomes were provided. All objectives are Carolina Core principles that are assessed with rubrics. Course descriptions for the courses to be offered were provided and are appropriate for undergraduate courses.

Requirements for admission into and graduation from the programs were provided and are consistent with higher education practices. The institution stated that the program will follow existing institutional policies and procedures to grant credit for the courses in the program. The institution adheres to the Federal definition of a credit hour. Administrative oversight of the site will be provided by the University of South Carolina Lancaster (USCL) Campus Dean, who oversees all aspects of campus operations; the Interim Associate Dean of Academic and Student Affairs, who supervises all faculty and support services; the Director of Dual Enrollment Curricula and Faculty Relations, who onboards and manages all faculty associates with the dual enrollment program and provides strategic direction with courses and curricula; and the Dual Enrollment Coordinator, who handles all student orientation, advisement, and student records.

The College provided a faculty roster that included eight current full-time faculty and five current part-time faculty members. All faculty appear to be qualified to teach the courses in the curriculum. The number of faculty appears to be appropriate for the projected enrollment. 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.

The institution's library and learning/information resources appear to be adequate to support the new site. The library's collections are accessible to distance/off-site learners through the library home page 24/7 and through the Blackboard LMS. Physical resources can be requested and delivered as needed. Students also have access to interlibrary loan services and PASCAL Delivers. The library collection consists of over 800,000 electronic resources and over 200 databases. Courses offered at the site include introductory general education courses. All students at the site would have unrestricted access to the same information as to all USCL students. Subject guides in all general education areas are available with relevant resources, including books, articles, journals, and websites. Students are made aware of library and learning/information resources through



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information in their admissions packets, through syllabi statements, and through faculty reminders. Upon faculty request, librarians also provide in-person or virtual instruction in the use of library resources and services to classes. To ensure that instruction in the use of resources is available regardless of location, the library provides how-to tutorials and subject guides on the library homepage. Point of need assistance from a librarian is available through phone, online chat, and ticket. The LCA does not have an on-site library. Once enrollment in dual enrollment courses, the students are notified of their access to the services provided by the institution's library.

Academic and student support resources appear to be adequate to support the program at the site. Student Services staff are available to visit an off-campus site as needed. A number of online student support services are also available. Services include admissions support services onsite, academic tutoring (in-person at the Medford Library or online), disability services (on-site at the LCA or at USCL), financial aid counseling (on-site at the LCA or at USCL), personal counseling (on-site at LCA, at USCL, or by phone), and career services. Students have access to instructional technologies and Blackboard support by phone, email, chat, knowledge base, ticket, or through the Carolina Tech Zone.

The physical resources of the OCIS appear to be adequate to support the program. A sufficient number of classrooms at LCA have been allocated to accommodate the USCL courses. Classrooms are equipped with state-of-the-art technology with minimal to no additional requirements needed from the institution. Although no major equipment purchases are anticipated for the courses offered, small items, such as laptop computers, printers, projectors, screens, document cameras, and consumable office supplies may be needed. Legion Collegiate Academy will be responsible for all Biology lab equipment and supplies. There will be minimal to no impact on current physical facilities and equipment as a result of offering the program at the site.

The institution provided evidence of financial planning and budgeting to support the proposed change. The institution provided a budget for the first three years. The primary source of revenue is tuition. Expenditures include pro-rated program administration and faculty/staff salaries. Supplies and materials are folded into the existing operational budgets of USCL. Revenue exceeds expenses each year. No resources directed to institutions or organizations for contractual or support services will be needed. As a contingency should costs exceed revenue, courses that do not make minimum enrollment standards will not be offered.

The institution's planning and assessment processes appear adequate. The USCL is a Palmetto College campus and participates fully in the assessment procedures of the University of South Carolina. The general AA and AS degrees are awarded on all Palmetto College campuses. The program assessment process occurs on a 2-year schedule. Assessment data will be reviewed each year by the program director, program faculty, and department chair to determine if changes need to be made to individual courses and/or the program. Assessment of all academic courses is done through course evaluations, onsite observations, and through the assessment procedure. Course evaluations address quality of instruction, adequacy of facilities, adequacy of library resources, technology, and faculty availability. Learning outcomes for students taking USCL courses at the



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Legion Collegiate Academy are included in the annual assessment reports for all associate degree programs.

**The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Legion Collegiate Academy 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](mailto:krandall@sacscoc.org).

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/TBB: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