



UNIVERSITY OF
SOUTH CAROLINA

Office of Institutional Research, Assessment & Analytics

December 1, 2025

Dr. Kevin Sightler, Director of Substantive Change
Commission on Colleges
Southern Association of Colleges and Schools
1866 Southern Lane
Decatur, GA 30033-4097

Dear Dr. Sightler:

I am writing to notify the Commission on Colleges that the University of South Carolina Columbia is requesting approval to offer the Masters and Certificate programs in Public Safety Executive Leadership at an off campus instructional site, located at:

1015 Half Street, SE
Washington, D.C. 20003

The University of South Carolina Columbia has prepared a prospectus to request approval for offering the programs at the site listed above. Should you have any questions or require further information, please do not hesitate to contact me.

Sincerely,

Douglas Miles

Donald Miles, Executive Director OIRAA
SACSCOC Accreditation Liaison

Enclosure

University of South Carolina Columbia
Degree Program requesting Substantive Change
Approval for Off-Campus Instructional Site by Limited Review

December 12, 2025

Donald Miles

Associate Vice Provost for Institutional Intelligence and
Accreditation, Executive Director OIRAA, and SACSCOC Liaison

Contact:

Donald Miles, Associate Vice Provost, Executive Director,
SACSCOC Accreditation Liaison
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COMMON CONTENT A – BACKGROUND AND CONTEXT

Abstract

In the fall of 2025, the University of South Carolina law launched a hybrid master's (30 credit hours) and certificate (18 credit hours) program in *Public Safety Executive Leadership*. The programs are fully accredited by the South Carolina Commission on Higher Education and SACSCOC. The goal of the program is to improve public safety outcomes by providing advanced educational opportunities and leadership training for public safety officials. The hybrid program is primarily offered in an online, asynchronous format (The University of South Carolina is an NC SARA member institution). But once per semester, students are required to attend a weeklong, in-person component at the Columbia campus to foster engagement and network with professors and classmates.

The Metropolitan Police Department (MPD) in Washington, D.C., the nation's sixth largest, expressed an interest in promoting USC law's policing program to their officers seeking advanced degrees and showing leadership potential. To accommodate these officers, MPD offered a training space in the DC Human Resources Building to host the weeklong portion of the program. USC instructors will travel to D.C. for one week each semester to deliver the in-person instruction. This arrangement will save the MPD officers the time and expense of traveling to South Carolina to fulfill the in-person academic requirement. The MPD will welcome other Public Safety Executive Leadership students working in the D.C. area to attend the in-person portion of the courses. This is an extraordinary opportunity for rapid program growth because the National Capital Region is home to over 15,000 federal and state public safety officers who may be attracted to USC law's policing program given the asynchronous online modality and the local in-person instruction option. To cover the travel costs, USC law will charge a higher tuition rate (\$980 per credit hour versus \$750 per credit hour) for students participating in the D.C.-based cohort. The anticipated number of students to be served during the first semester is 10 students with potential growth to 20.

The D.C.-based portion of USC law's policing program will take place in the Human Resources Office Building located at 1015 Half Street, SE, Washington, D.C. The MPD and District of Columbia Human Resources Office are only providing the training space. All administrative operations will be maintained at the school of law in Columbia, South Carolina. There is permanent training space in the building, which is used by various governmental agencies, including the MPD. No degree, diploma, or for-credit credentials are offered. The building does not retain its own faculty; rather, the governmental agencies conducting on-site training bring their own faculty. The D.C. Department of Human Resources operates the building utilizing its own budget and hiring authority. USC law will only use the department's training space for one week per semester. The site is not intended to be a branch campus. This will be a one-time change that is ongoing. Anticipated date of implementation is August 1, 2026.

DETERMINATION OF THE NEED FOR THE CHANGE/RELATIONSHIP TO MISSION/PLANNING AND
APPROVALS FOR THE CHANGE

Need for the Change

A post-graduate degree is now required for many top law enforcement positions. A stated University of South Carolina goal is “Reimagining the Student Experience & Advancing Post-Graduate Success.” The proposed offsite will advance the university’s stated goal and fill a critical gap in public safety education. The new location has been approved by Dean William C. Hubbard and the Provost’s Office. USC Board of Trustee’s approval is pending. A letter of support from the dean can be found in **Appendix C**.

Program Curriculum

Required 3-Credit Hour Hybrid Courses with an In-Person Component

Principles of Leadership and Management (LAWG 701)
Sound Agency Management (LAWG 704)
Co-Production of Public Safety (LAWG 705)
Evidence-based Policing (LAWG 702)
Critical Incidents (LAWG 706)
Civil Rights (LAWG 703)

Schedule of Course Offerings

Fall 2026

Principles of Leadership and Management (LAWG 701)
Evidence-based Policing (LAWG 702)

Spring 2027

Civil Rights (LAWG 703)
Sound Agency Management (LAWG 704)

Summer 2027

Co-Production of Public Safety (LAWG 705)
Critical Incidents (LAWG 706)

Course Descriptions

Principles of Leadership and Management (LAWG 701)

This course develops essential leadership and management skills for effective public safety administration, covering legal, ethical, and organizational responsibilities. Students will learn to navigate moral dilemmas, promote integrity, optimize operations, and manage risks. They will also explore the role of agency culture and how to foster a positive environment, ensuring they are prepared to lead with vision and excellence.

Sound Agency Management (LAWG 704)

This course covers best practices and legal requirements for human resource management in public safety agencies. Students will learn to navigate organizational change, leadership roles, and strategies for improving hiring, assessment, and retention of qualified officers. By the end of the course, students will be equipped to handle complex HR challenges, promote a positive culture, and ensure a fair working environment.

Co-Production of Public Safety (LAWG 705)

This course equips students to understand crime drivers and develop community-centered solutions, leveraging public partnership for safety. Students will learn social determinants of public safety, multi-disciplinary interventions and co-responder models, preparing them as executives to advance collaborative, community-focused solutions.

Evidence-based Policing (LAWG 702)

This course emphasizes evidence-based practices, teaching students to integrate research-informed and data-driven insights into public safety operations and evaluate impacts. It covers the latest research, analytical techniques, and the importance of collaborative research partnerships. Students will learn to cultivate a culture of continuous learning to address challenges, enhance public trust, and drive positive change through evidence-based practices.

Critical Incidents (LAWG 706)

This course teaches public safety leaders to use near misses and unintended outcomes to improve future performance. Through case studies of critical incidents and sentinel event reviews, students will learn to identify system weaknesses and develop, implement, and assess recommendations for improvement. By course end, students will be equipped to lead organizations in learning from negative outcomes and conducting comprehensive, forward-looking reviews for better performance.

Civil Rights (LAWG 703)

This course provides public safety leaders with a legal and practical understanding of advancing civil rights through effective administration. It covers the origins of law enforcement authority, civil

rights litigation, and key issues like racial profiling and protest response. Students will develop their own leadership approach to promote justice, respect, and equal protection under the law.

COMMON CONTENT B – FACULTY QUALIFICATIONS (RELATIVE TO PROPOSED CHANGE)

Faculty that will teach at the site will meet the requirements outlined in Academic Affairs Policies and Procedures Manual for the University of South Carolina, including university policy ACAF 1.20: *Credentials Verification for Instructors of Record (Appendix D)*. A faculty roster for the program can be found in **Appendix E**.

The number of full-time faculty members will be adequate to support the proposed change, especially with instruction at the site occurring for only one week out of the semester. The program and site will be supported by dedicated full-time faculty members with graduate degrees in Criminal Justice and Law, as well as professional experience in public safety and legal practice. Additional faculty from the School of Law and the Department of Criminology and Criminal Justice will contribute to course delivery, without adversely impacting their existing university responsibilities. The anticipated number of students for the first semester is expected to be around 10 students. Given the small cohort size, the current number FTE and part-time faculty members are sufficient to support the site at launch. There is no anticipated negative impact on faculty workload due to the proposed change. Faculty scholarship and research experience can be found in **Appendix F**.

COMMON CONTENT C – RESOURCE – LIBRARY AND LEARNING

Student Learning Resources:

University Libraries at the University of South Carolina offers a robust collection of physical and digital resources for students. The Thomas Cooper and the School of Law libraries offer databases, journals, Interlibrary Loans, Scan & Deliver and other services necessary for successful completion of assignments.

Valuable journals for the MSL in Public Safety Executive Leadership include:

- Police Quarterly
- Policing and Society
- Police Practice and Research
- International Journal of Police Science and Management
- Journal of Criminal Law and Criminology
- Journal of Evidence-Based Policing

- Criminology
- Annual Review of Criminology
- Criminology and Public Policy
- Journal of Quantitative Criminology
- Annual Review of Criminal Procedure (Georgetown Law)
- Journal of Criminal Law
- Journal of Criminal Law and Criminology

Faculty and instructional support provided by University Libraries include dedicated subject-specific librarians, and instructional designers through the Center for Teaching Excellence. Syllabi can be sent in advance to request links in Blackboard for articles, streaming videos, book chapters, eBooks and Open Educational Resources: librarians will provide these links free of charge to the students and will manage any copyright issues for the instructor.

Student Access to Learning Resources and Materials:

Students will have online access to all Thomas Cooper Library (the university's main library) resources. This includes access to Nexis Uni, a free legal research database offered by LexisNexis. Moreover, students will have access to The Global Policing Database (GPD) offered by Queensland University. GPD is a comprehensive collection of policing research developed to support students in the process of translating high-quality scientific research into practice. Students can use this learning resource to access studies on a wide range of topics through a user-friendly, web-based search platform. This collection contains over 7,000 high-quality research studies conducted from 1950 onward and the database is updated every year. Search results return a citation, abstract, and some basic descriptive information on the intervention/outcomes examined. The full text of these studies can be accessed through USC's Library. Students can use this resource to identify the population of studies on a topic or provide a single case study to summarize findings on "what works" in policing to any audience (e.g., class, practitioners, policymakers).

Matriculants will attend an online orientation session that introduces key faculty and staff, as well as program expectations. Within the program expectations section, academic standards and support services will be introduced. This introduction will be followed by an associated Blackboard module containing links to important university support services and learning resources embedded within each course. Instruction on information literacy, library services, and academic strategies will be scaffolded across the curriculum. The programs Instructional Designer will be available to students and faculty for Blackboard assistance. Students are made aware of library and learning information resources available to them during orientation sessions, course syllabi, and individual course orientation. Students can access online databases and other library catalogues off campus using their USC username and password.

Finally, the Thomas Cooper Library offers extensive student support services such as citation management tools, AI knowledge, text and data mining & analysis, and research assistance.

COMMON CONTENT C – RESOURCE – STUDENT SUPPORT SERVICES

- **Abby DeBrode Hose, Ed.S, LPC:** The school of law has an in-house counselor available to provide counseling and psychiatry services to students.
- **Graduate Student Resource Hub:** The primary mission of the Graduate Student Resource Hub is to provide a more integrated graduate student experience that holistically encompasses academic training and professional development for students at USC.
- **Graduate Student Association Awards:** The Graduate Student Association Awards honors and recognizes the contributions of the graduate and professional students to the University of South Carolina and Carolina Community.
- **Ombuds:** The Graduate School Ombuds serves as a confidential, neutral, informal and independent resource for graduate students' concerns and conflicts.
- **On-Campus Help & Activities:** Provides opportunities for students to get involved and have resources available to them across campus.
- **Opportunities Bulletin Board:** This is a place for events, fellowship, job postings, announcements and learning opportunities for graduate students.
- **Professional Development:** Landing a professional position is critical following the completion of graduate degrees/certificates. This resource provides a list of tools, resources, and professional development programs to help students discover and develop their career potential. Resources include but not limited to: career guidelines, teaching training, publishing, individual development plans, grant and proposal writing, communication and negotiation, etc.).
- **Scholarly Initiatives:** A resource to enhance your in-classroom experience through professional development, pedagogical training and exposure to non-academic settings (i.e., Grace Jordan McFadden Professors Program, Presidential Fellowship, Rising Star Fellowship).
- **Travel Grants:** Travel grants are available for graduate students.
- **International Student Services):** Provides support, advising and programming for international students who currently study at USC.
- **Veterans Services:** Can help ensure that students, faculty and staff who have served in the military receive the VA benefits to which you are entitled and provide you with ongoing support throughout your college experience.
- **Student Disabilities Services:** The Office of Student Disability Services empowers students to manage challenges and limitations imposed by disabilities. Our professionally trained staff provides students with exceptional services as they transition to college or continue their studies at the University. The office serves students with learning, physical, health, or psychiatric disabilities in managing the varying demands of the University experience. In addition to serving students, the staff assists the University community in making programs, services, and activities accessible for everyone.

COMMON CONTENT C – RESOURCE – PHYSICAL RESOURCES

Physical Resources

Adequacy of facilities: The facilities for these courses are ideal for the needs of this program, including easy accessibility to the building using public transportation, handicap accessible facilities including ramps and elevators, ample classroom space with enough capacity for our anticipated student demand, and ample space for students to congregate in breakrooms and in lounges on the margins of instruction, and a kitchen that will allow students to heat food for lunch if they need to.

Equipment: Equipment needs for this course are minimal and are sufficiently met with the existing facility equipment. All that is required is internet, computer connectivity to a display, and a display to support PowerPoint or other presentations to the students. All are available and in good working order.

Impact on current offerings: The proposed changes will not impact on current offerings at this facility. The facility has adequate space and will allow time to accommodate additional instruction without negatively impacting or displacing any current courses and training.

COMMON CONTENT C – RESOURCE – FINANCIAL RESOURCES

Financial Resources

The school of law's policing program received \$10 million from the South Carolina General Assembly in 2022 to implement an education program for state public safety officials. Thus, there is significant funding available to sustain the program in the event expected revenue falls short of goals. If for any reason the funding and enrollment are not enough to cover the program at the site, courses that do not meet minimum enrollment standards will not be offered.

Washington, D.C. Human Resources Building Projected Budget

Sources of Financing by Year				
Category	Year 1	Year 2	Year 3	Total
Tuition Funding*	\$199,584	\$399,168	\$510,048	\$1,108,800
Other Funding				
Total Revenue	\$199,584	\$399,168	\$510,048	\$1,108,800
Estimated Costs Associated with Implementing the Program by Year				
Category	Year 1	Year 2	Year 3	Total
Program Administration and Faculty and Staff Salaries	\$49,700	\$49,700	\$49,700	\$149,100
Facilities, Equipment, Supplies, and Materials	\$500	\$500	\$500	\$1,500
Library Resources	0	0	0	0
Other (<i>allocated support costs</i>)	\$8,000	\$12,000	\$16,000	\$36,000
Instructor Travel to Washington, DC**	\$27,530	\$27,530	\$27,530	\$82,590
Total Expenses	\$85,730	\$89,730	\$93,730	\$269,190
Net Total (<i>Sources of Financing Minus Estimated Costs</i>)	\$113,854	\$309,438	\$416,318	\$839,610

COMMON CONTENT D – INSTITUTIONAL EVALUATION AND ASSESSMENT PROCESSES

The University of South Carolina Columbia has an assessment protocol in place for all programs within academic units. The program assessment process occurs on a 2-year schedule in which programs report their assessment data as means to analyze student performance, evaluate program efficiency, and utilize results to influence program and/or assessment revisions. The program will be assessed through the standard University of South Carolina assessment software system, Assessment Plan Composer, which is used to report results on all program goals and objectives and within, or outside of, specific course assessment will occur. 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.

Appendix A

**University of South Carolina -Columbia
Programs with CIP Codes**

College	Degree	CIP Code	Program Description	Major
Arts and Sciences	BA	50201	AS African-American Studies	African American Studies
Arts and Sciences	BA	450201	AS Anthropology	Anthropology
Arts and Sciences	MA	450201	AS Anthropology	Anthropology
Arts and Sciences	PhD	450201	AS Anthropology	Anthropology
Arts and Sciences	BS	260101	AS Biological Sciences	Biological Sciences
Arts and Sciences	MS	260101	AS Biological Sciences	Biological Sciences
Arts and Sciences	PhD	260101	AS Biological Sciences	Biological Sciences
Arts and Sciences	BS	260210	AS Biochem and Molecular Biol	Biochemistry and Molecular Biology
Arts and Sciences	BS	400501	AS Chemistry	Chemistry
Arts and Sciences	BSC	400501	AS Chemistry	Chemistry
Arts and Sciences	MS	400501	AS Chemistry	Chemistry
Arts and Sciences	PhD	400501	AS Chemistry	Chemistry
Arts and Sciences	BA	430103	AS Criminology and Crim Just	Criminology and Criminal Justice
Arts and Sciences	MA	430103	AS Criminology and Crim Just	Criminology and Criminal Justice
Arts and Sciences	PhD	450401	AS Criminology and Crim Just	Criminology and Criminal Justice
Arts and Sciences	BS	4601	AS Geological Sciences	Geological Sciences
Arts and Sciences	MS	4601	AS Geological Sciences	Geological Sciences
Arts and Sciences	PhD	4601	AS Geological Sciences	Geological Sciences
Arts and Sciences	BS	261302	AS Marine Science	Marine Science
Arts and Sciences	MS	261302	AS Marine Science	Marine Science
Arts and Sciences	PhD	261302	AS Marine Science	Marine Science
Arts and Sciences	BA	450601	AS Economics	Economics
Arts and Sciences	BS	450601	AS Economics	Economics
Arts and Sciences	BA	230101	AS English	English
Arts and Sciences	MA	230101	AS English	English
Arts and Sciences	MFA	231302	AS Creative Writing	Creative Writing
Arts and Sciences	PhD	230101	AS English	English
Arts and Sciences	BS	30104	AS Environmental Science	Environmental Science
Arts and Sciences	BA	30103	AS Environmental Studies	Environmental Studies
Arts and Sciences	MEERM	4601	AS Earth and Envr Res Mgmt	Earth and Environmental Resources Management
Arts and Sciences	BA	5601	AS Film and Media Studies	Film and Media Studies
Arts and Sciences	BA	450701	AS Geography	Geography
Arts and Sciences	BS	450701	AS Geography	Geography
Arts and Sciences	MA	450701	AS Geography	Geography
Arts and Sciences	MS	450701	AS Geography	Geography

**University of South Carolina -Columbia
Programs with CIP Codes**

Arts and Sciences	PhD	450701	AS Geography	Geography
Arts and Sciences	BA	50199	AS Global Studies	Global Studies
Arts and Sciences	BA	540101	AS History	History
Arts and Sciences	MA	540101	AS History	History
Arts and Sciences	MA	540105	AS History	Public History
Arts and Sciences	PhD	540101	AS History	History
Arts and Sciences	BS	430404	AS Cyber Intelligence	Cyber Intelligence
Arts and Sciences	BAIS (A&S)	240101	AS Interdisciplinary Studies	Interdisciplinary Studies
Arts and Sciences	BSIS (A&S)	240101	AS Interdisciplinary Studies	Interdisciplinary Studies
Arts and Sciences	BS	510901	AS Cardiovascular Technology	Cardiovascular Technology
Arts and Sciences	MAT	409999	ID Sciences	Sciences, Teacher Education
Arts and Sciences	MAT	459999	ID Social Studies	Social Studies, Teacher Education
Arts and Sciences	MAT	230101	ID English	English, Teacher Education
Arts and Sciences	MAT	270101	ID Mathematics	Mathematics, Teacher Education
Arts and Sciences	MAT	500501	ID Theatre	Theatre, Teacher Education
Arts and Sciences	MAT	160101	ID Foreign Languages	Foreign Languages, Teacher Education
Arts and Sciences	PhD	160104	AS Comparative Literature	Comparative Literature
Arts and Sciences	PhD	160905	AS Spanish	Spanish
Arts and Sciences	MA	160101	AS Languages, Literatures and Cultures	Langagues, Literatures and Cultures
Arts and Sciences	BA	160101	AS Languages, Literatures and Cultures	Langagues, Literatures and Cultures
Arts and Sciences	MA	160102	AS Linguistics	Linguistics
Arts and Sciences	PhD	160102	AS Linguistics	Linguistics
Arts and Sciences	BS	270101	AS Mathematics	Mathematics
Arts and Sciences	MA	270101	AS Mathematics	Mathematics
Arts and Sciences	MMath	270101	AS Mathematics	Mathematics
Arts and Sciences	MS	270101	AS Mathematics	Mathematics
Arts and Sciences	PhD	270101	AS Mathematics	Mathematics
Arts and Sciences	BS	261501	AS Neuroscience	Neuroscience
Arts and Sciences	BA	380101	AS Philosophy	Philosophy
Arts and Sciences	MA	380101	AS Philosophy	Philosophy
Arts and Sciences	PhD	380101	AS Philosophy	Philosophy
Arts and Sciences	BS	400801	AS Physics	Physics
Arts and Sciences	MS	400801	AS Physics	Physics
Arts and Sciences	PhD	400801	AS Physics	Physics
Arts and Sciences	BA	450901	AS International Studies	International Studies
Arts and Sciences	BA	451001	AS Political Science	Political Science
Arts and Sciences	MA	450901	AS International Studies	International Studies

**University of South Carolina -Columbia
Programs with CIP Codes**

Arts and Sciences	MA	451001	AS Political Science	Political Science
Arts and Sciences	MPA	440401	AS Public Administration	Public Administration
Arts and Sciences	PhD	451001	AS Political Science	Political Science
Arts and Sciences	BA	422704	AS Expermntl Psychology	Psychology
Arts and Sciences	BS	422704	AS Expermntl Psychology	Psychology
Arts and Sciences	MA	422704	AS Expermntl Psychology	Experimental Psychology
Arts and Sciences	MA	422801	AS Psychology	Psychology
Arts and Sciences	MA	422805	AS School Psychology	School Psychology
Arts and Sciences	PhD	420101	AS Psychology	Psychology
Arts and Sciences	BA	380201	AS Religious Studies	Religious Studies
Arts and Sciences	BA	500703	AS Art History	Art History
Arts and Sciences	BA	500702	AS Art Studio	Art Studio
Arts and Sciences	BA	500699	AS Media Arts	Media Arts
Arts and Sciences	BFA	131302	AS Art Education	Art Education
Arts and Sciences	BFA	500702	AS Art Studio	Art Studio
Arts and Sciences	MA	500703	AS Art History	Art History
Arts and Sciences	MA	131302	AS Art	Art Education
Arts and Sciences	MA	500702	AS Art Studio	Art Studio
Arts and Sciences	MA	500699	AS Media Arts	Media Arts
Arts and Sciences	MFA	500702	AS Art Studio	Art Studio
Arts and Sciences	BA	451101	AS Sociology	Sociology
Arts and Sciences	BS	451101	AS Sociology	Sociology
Arts and Sciences	MA	451101	AS Sociology	Sociology
Arts and Sciences	PhD	451101	AS Sociology	Sociology
Arts and Sciences	BS	270501	AS Statistics	Statistics
Arts and Sciences	MAS	270601	AS Applied Statistics	Applied Statistics
Arts and Sciences	MS	270501	AS Statistics	Statistics
Arts and Sciences	PhD	270501	AS Statistics	Statistics
Arts and Sciences	BA	500301	AS Dance	Dance
Arts and Sciences	BA	500501	AS Theatre	Theatre
Arts and Sciences	MA	500501	AS Theatre	Theatre
Arts and Sciences	MFA	500501	AS Theatre	Theatre
Arts and Sciences	BA	50207	AS Women's and Gender Studies	Women's and Gender Studies
Business	BSBA	520301	BA Accounting	Accounting
Business	BSBA	520601	BA Business Economics	Business Economics
Business	BSBA	520801	BA Finance	Finance
Business	BSBA	521701	BA Risk Mgmt and Insurance	Risk Management and Insurance

**University of South Carolina -Columbia
Programs with CIP Codes**

Business	BSBA	521101	BA International Business	International Business
Business	BSBA	520201	BA Management	Management
Business	BSBA	521301	BA Operations and Supply Chain	Operations Supply Chain
Business	BSBA	521401	BA Marketing	Marketing
Business	BSBA	521501	BA Real Estate	Real Estate
Business	EIMBA	521101	BA Intenational Business	Executive International Master of Business Administration
Business	IMBA	521101	BA International Business	International Business
Business	PMBA	521101	BA Business Administration	Professional Master of Business Administration
Business	OMBA	520101	BA Business Administration	One-Year Master of Business Administration
Business	MA	450601	BA Economics	Economics
Business	MACC	520301	BA Accounting	Accountancy
Business	MHR	521001	BA Human Resources	Human Resources
Business	MIB	521101	BA International Business	International Business
Business	MS	520201	BA Business Administration	Business Administration
Business	PhD	520201	BA Business Admin	Business Administration
Business	MS	521302	BA Business Analytics	Business Analytics
Business	PhD	450601	BA Economics	Economics
Education	EdS	130401	ED Educal Admin	Education Administration
Education	MEd	130401	ED Educal Admin	Education Administration
Education	MEd	131102	ED Higher Ed and Studnt Affrs	Higher Education and Student Affairs
Education	PhD	130401	ED Educal Admin	Education Administration
Education	EdS	131101	ED Counselor Educ	Counselor Education
Education	PhD	131101	ED Counselor Educ	Counselor Education
Education	MEd	130601	ED Educal Psych and Res	Educational Psychology and Research
Education	MEd	422814	ED Applied Behavior Analysis	Applied Behavior Analysis
Education	PhD	130601	ED Educal Psych and Res	Educational Psychology and Research
Education	PhD	130901	ED Foundations of Educ	Foundations of Education
Education	MAT	131001	ID Special Education	Special Education
Education	MAT	131312	ID Music Educ	Music Education
Education	MEd	131001	ED Special Educ	Special Education
Education	PhD	131001	ED Special Educ	Special Education
Education	BA	131210	ED Early Childhood Educ	Early Childhood Education
Education	MEd	131210	ED Early Childhood Educ	Early Childhood Education
Education	BA	131202	ED Elementary Education	Elementary Education
Education	MAT	131202	ID Elementary Educ	Elementary Education
Education	BA	131203	ED Middle Level Educ	Middle Level Education
Education	BS	131203	ED Middle Level Educ	Middle Level Education

**University of South Carolina -Columbia
Programs with CIP Codes**

Education	MT	131205	ED Secondary Educ	Secondary Teacher Education
Education	MAT	131302	ID Art Education	Art Education (P-12 Certification)
Education	EdD	139999	ED Educational Practice and Innovation	Educational Practice and Innovation
Education	PhD	131315	ED Language and Literacy	Language and Literacy
Education	MEd	131315	ED Language and Literacy	Language and Literacy
Education	MEd	130101	ED Teaching	Teaching
Education	PhD	130101	ED Teaching and Learning	Teaching and Learning
Education	BSPE	131314	ED Physical Educ	Physical Education
Education	MAT	131314	ID Physical Educ	Physical Education, Teacher Education
Education	PhD	131314	ED Physical Educ	Physical Education
Education	MS	131314	ED Adapted Physical Education	Adapted Physical Education
Education	MEd	130501	ED Learning Design and Technologies	Learning Design and Technologies
Engineering	BS	140501	EN Biomedical Engineering	Biomedical Engineering
Engineering	ME	140501	EN Biomedical Engineering	Biomedical Engineering
Engineering	MS	140501	EN Biomedical Engineering	Biomedical Engineering
Engineering	PhD	140501	EN Biomedical Engineering	Biomedical Engineering
Engineering	BSE	140701	EN Chemical Engineering	Chemical Engineering
Engineering	ME	140701	EN Chemical Engineering	Chemical Engineering
Engineering	MS	140701	EN Chemical Engineering	Chemical Engineering
Engineering	PhD	140701	EN Chemical Engineering	Chemical Engineering
Engineering	BSE	140801	EN Civil Engineering	Civil Engineering
Engineering	ME	140801	EN Civil Engineering	Civil Engineering
Engineering	MS	140801	EN Civil Engineering	Civil Engineering
Engineering	PhD	140801	EN Civil Engineering	Civil Engineering
Engineering	BS	110103	EN Integrated Info Technology	Integrated Information Technology
Engineering	MHIT	512706	EN Health Info Technology	Health Information Technology
Engineering	BS	110101	EN Computer Info Systms	Computer Information Systems
Engineering	BSCS	110101	EN Computer Science	Computer Science
Engineering	BSE	140901	EN Computer Engineering	Computer Engineering
Engineering	MS	110701	EN Computer Science	Computer Science
Engineering	MS	140901	EN Computer Engineering	Computer Engineering
Engineering	MS	151501	EN Engineering Mangement	Engineering Management
Engineering	MS	520701	EN Tech Innv Entrepreneurial	Technology Innovation and Entrepreneurial Engineering
Engineering	PhD	110701	EN Computer Science	Computer Science
Engineering	PhD	140901	EN Computer Engineering	Computer Engineering
Engineering	BSE	141001	EN Electrical Engineering	Electrical Engineering
Engineering	ME	141001	EN Electrical Engineering	Electrical Engineering

**University of South Carolina -Columbia
Programs with CIP Codes**

Engineering	MS	141001	EN Electrical Engineering	Electrical Engineering
Engineering	PhD	141001	EN Electrical Engineering	Electrical Engineering
Engineering	BSE	140201	EN Aerospace Engineering	Aerospace Engineering
Engineering	ME	140201	EN Aerospace Engineering	Aerospace Engineering
Engineering	MS	140201	EN Aerospace Engineering	Aerospace Engineering
Engineering	BSE	141901	EN Mechanical Engineering	Mechanical Engineering
Engineering	ME	141901	EN Mechanical Engineering	Mechanical Engineering
Engineering	MS	141901	EN Mechanical Engineering	Mechanical Engineering
Engineering	PhD	141901	EN Mechanical Engineering	Mechanical Engineering
Engineering	ME	142301	EN Nuclear Engineering	Nuclear Engineering
Engineering	MS	142301	EN Nuclear Engineering	Nuclear Engineering
Engineering	PhD	142301	EN Nuclear Engineering	Nuclear Engineering
Engineering	PhD	110104	EN Informatics	Informatics
SC Honors College	BarSc	240199	HC Interdisciplinary Studies	Interdisciplinary Studies
HRSM	BS	520901	HM Hospitality Mgmt	Hospitality Management
HRSM	BS	520903	HM Tourism Management	Tourism Management
HRSM	MIHTM	520901	HM Intl Hosptlty & Toursm Mgmt	International Hospitality and Tourism Management
HRSM	PhD	520901	HM Hospitallty Management	Hospitality Management
HRSM	BAIS (HRSM)	240101	BA Interdisciplinary Studies	Interdisciplinary Studies
HRSM	BS	521803	HM Retailing	Retailing
HRSM	MR	521803	HM Retailing	Retailing
HRSM	BS	310504	HM Sport and Entrtnmnt Mgmt	Sport and Entertainment Management
HRSM	MSEM	310504	HM Sport and Entrtnmnt Mgmt	Sport and Entertainment Management
HRSM	PhD	310504	HM Sport and Entrtnmnt Mgmt	Sport and Entertainment Management
Information and Communications	BAJMC	90903	IC Advertising	Advertising
Information and Communications	BAJMC	90402	IC Broadcast Journalism	Broadcast Journalism
Information and Communications	BAJMC	90401	IC Journalism	Journalism
Information and Communications	BAJMC	90102	IC Mass Communications	Mass Communications
Information and Communications	BAJMC	90902	IC Public Relations	Public Relations
Information and Communications	BAJMC	90702	IC Visual Communications	Visual Communications
Information and Communications	MA	90401	IC Journalism	Journalism
Information and Communications	MMC	90401	IC Journalism	(Journalism and) Mass Communications
Information and Communications	PhD	90102	IC Mass Communications	(Journalism and) Mass Communications
Information and Communications	BS	110401	IC Information Science	Information Science
Information and Communications	SLIS	250101	IC Libr and Info Science	Library and Information Science (Teacher Ed)
Information and Communications	SLIS	250101	IC Libr and Info Science	Library and Information Science
Information and Communications	MLIS	250101	IC Libr and Info Science	Library and Information Science

**University of South Carolina -Columbia
Programs with CIP Codes**

Information and Communications	PhD	250101	IC Libr and Info Science	Library and Information Science
Information and Communications	MS	307199	IC Data and Communication	Data and Communication
Law School	MSL	510717	LW Law	Health Systems Law
Law School	JD	220101	LW Law	Law
Medicine	MS	260102	MD Biomedical Science	Biomedical Sciences
Medicine	PhD	260102	MD Biomedical Science	Biomedical Sciences
Medicine	MRC	512399	MD Counseling and Rehanbilitation	Counseling and Rehabilitation
Medicine	MNA	513804	MD Nurse Anesthesia	Nurse Anesthesia
Medicine	MS	260806	MD Genetic Counseling	Genetic Counseling
Medicine	MS	510912	MD Physician Assistant Studies	Physician Assistant Studies
Medicine	MD	511201	MD Medicine	Medicine
Medicine	DNAP	513804	MD Nurse Anesthesia	Nurse Anesthesia
Music	BA	500901	MU Music	Music
Music	BM	500901	MU Music	Music
Music	DMA	500906	MU Conducting	Conducting
Music	DMA	500904	MU Music Composition	Music Composition
Music	DMA	500903	MU Music Performance	Music Performance
Music	DMA	500999	MU Piano Pedagogy	Piano Pedagogy
Music	MM	500901	MU Music	Music
Music	MM	500903	MU Music Performance	Music
Music	MMEd	131312	MU Music Education	Music Education
Music	PhD	131312	MU Music Education	Music Education
Music	BS	501003	MU Music Industry Studies	Music Industry Studies
Nursing	BSN	513801	NR Nursing	Nursing-Generic
Nursing	BSN	513801	NR Nursing - R.N.	Nursing - BSN Completion (RN to BSN)
Nursing	DNP	513818	NR Nursing Practice	Nursing Practice
Nursing	MSN	513801	NR - Entry to Practice Nursing	Entry to Practice of Nursing (MEPN)
Nursing	MSN	513805	NR Family Nurse Practitioner	Family Nurse Practitioner
Nursing	MSN	513810	NR Psych/Mntl Hlth Nrse Pract	Psychiatric/Mental Health Nurse Practitioner
Nursing	MSN	513814	NR Adlt Ger Acte Care Nrs Prac	Adult Gerontology Acute Care Nurse Practitioner
Nursing	MSN	513802	NR Nursing Adminisration	Nursing Administration
Nursing	MSN	513899	NR - Nursing Informatics	Nursing Informatics
Nursing	PhD	513808	NR Nursing Science	Nursing Science
Public Health	BA	512299	PH Public Health	Public Health
Public Health	BS	512299	PH Public Health	Public Health
Public Health	MS	510203	PH Speech Pathology	Speech-Language Patholgoy
Public Health	PhD	510204	PH Comm Sci & Disorders	Communication Sciences and Disorders

**University of South Carolina -Columbia
Programs with CIP Codes**

Public Health	MPH	512202	PH Environmental Hlth Sciences	Environmental Health Sciences
Public Health	MS	512202	PH Environmental Hlth Sciences	Environmental Health Sciences
Public Health	PhD	512202	PH Environmental Hlth Sciences	Environmental Health Sciences
Public Health	MPH	261102	PH Biostatistics	Biostatistics
Public Health	MPH	261309	PH Epidemiology	Epidemiology
Public Health	MS	261102	PH Biostatistics	Biostatistics
Public Health	MS	261309	PH Epidemiology	Epidemiology
Public Health	PhD	261102	PH Biostatistics	Biostatistics
Public Health	PhD	261309	PH Epidemiology	Epidemiology
Public Health	BS	260908	PH Exercise Science	Exercise Science
Public Health	MS	510913	PH Athletic Training	Athletic Training
Public Health	MS	510913	PH Adv Athletic Training	Advanced Athletic Training
Public Health	MS	260908	PH Exercise Science	Exercise Science
Public Health	PhD	260908	PH Exercise Science	Exercise Science
Public Health	MPH	512201	PH Exercise Science	Physical Activity and Public Health
Public Health	DPT	512308	PH Physical Therapy	Physical Therapy
Public Health	MPH	512207	PH Hlth Promo, Educ and Beh	Health Promotion, Education, and Behavior
Public Health	PhD	512207	PH Public Health Educ & Promotion	Health Promotion, Education, and Behavior
Public Health	MHA	510702	PH Hlth Svcs Policy and Mgmt	Health Services Policy and Management
Public Health	MPH	512201	PH Hlth Svcs Policy and Mgmt	Health Services Policy and Management
Public Health	PhD	512201	PH Hlth Svcs Policy and Mgmt	Health Services Policy and Management
Palmetto Programs	AA	240101	Ft. Jackson Military-General	Liberal Arts and Sciences
Palmetto Programs	AS	240101	Ft. Jackson Military-General	Liberal Arts and Sciences
Palmetto Programs	BA	520206	PP Organizational Leadership	Organizational Leadership (Regional Campuses)
Palmetto Programs	BA	240101	PP Liberal Studies	Liberal Studies (Regional Campuses)
Pharmacy	BS	512099	PR Pharmaceutical Sciences	Pharmaceutical Sciences
Pharmacy	MS	512003	PR Pharmaceutical Sciences	Pharmaceutical Sciences
Pharmacy	PhD	512003	PR Pharmaceutical Sciences	Pharmaceutical Sciences
Pharmacy	PharmD	512001	PR Pharmacy - PharmD	Pharmacy
Social Work	BSW	440701	SW Social Work	Social Work
Social Work	MSW	440701	SW Social Work	Social Work
Social Work	PhD	440701	SW Social Work	Social Work
USC Lancaster	AA	240101	AA Associate in Arts	Associate in Arts
USC Lancaster	AS	240101	AS Associate in Science	Associate in Science
USC Lancaster	ASCCJ	430103	ASCJ Associate in Science Criminal Justice	Criminal Justice
USC Salkehatchie	AA	240101	AA Associate in Arts	Associate in Arts
USC Salkehatchie	AS	240101	AS Associate in Science	Associate in Science

University of South Carolina -Columbia
Programs with CIP Codes

USC Sumter	AA	240101	AA Associate in Arts	Associate in Arts
USC Sumter	AS	240101	AS Associate in Science	Associate in Science
USC Union	AA	240101	AA Associate in Arts	Associate in Arts
USC Union	AS	240101	AS Associate in Science	Associate in Science

Appendix B

List of Existing Approved Off-Campus Sites and Addresses

Name of Site	Physical Address (street, city, state, country) Do not include PO Boxes.	Date Approved by SACSCOC	Date Implemented by the institution	Educational programs offered (specific degrees, certificates, diplomas) with 50% or more credits hours offered at each site	Is the site currently active? (At any time during the past 5 years, have students been enrolled and courses offered? If not, indicate the date of most recent activity.)
Lancaster	476 Hubbard Drive, Lancaster. SC 29720	March 15, 2012		AA, AS	Yes
Beaufort	801 Carteret Street, Beaufort SC 29720	March 15, 2012		Master of Arts in Teaching in Elementary Education	Yes
Aiken	Savannah River Site, Building 703 41 A, Aiken, SC 29808	March 15, 2012		Master of Environmental & Earth Resource Management	Yes
Greenville- University Center	225 S. Pleasantburg Drive, Greenville, SC 29607	March 15, 2012		Master of Social Work	Yes
Charleston- Lowcountry Graduate Center	5300 International Boulevard, #100, N. Charleston, SC 29418	March 15, 2012		Master of Public Administration	Yes
Charlotte	200 South College Street, Suite 110, Charlotte, NC 28202	March 15, 2012		PMBA	Yes
Greenville	Greenville Hospital System, 701 Grove Road, Greenville, SC 29605	March 15, 2012		MD	Yes
USC Laurens Site	507 North Harper Street, Suite L, Laurens, SC 29360	June, 25, 2015		AA, AS	Yes

McLeod Regional Medical Center (Clinical Site)	555 East Cheves Street, Florence, SC 29506	July 7, 2015		MD, DNAP	Yes
Carolinas Hospital System (Clinical Site)	805 Pamplico Highway, Florence, SC 29596	July 7, 2015		MD	Yes
Instituto Tecnologic y de Estudios Superiores de Monterrey	Campus Guadalajara Colonia Nuevo Mexico Guadalajara 45140	2006	01/02/2007	M.B.A., EIMBA (DMSB)	Yes
Kangnam University	104 Galwon Dong Young San Gu Seoul Korea	1992	07/24/2000	M.S.W (SOWK)	Yes
Medical Dental Education Institute	1318-8 SEO-CHO GU Montessori Building 3F Seoul South Korea	2006	01/02/2007	DrPh Health Services (ASPH), PB Cert Drug and Addiction (SOWK)	ASPH terminated DrPH Health Services Spring 2018; Yes, Social Work is active
Salkehatchie	P.O. Box 617 Allendale SC 29810	1965	12/03/1991	AA, AS	Yes
Sumter	200 Miller Road Sumter SC 29150-2498	1973	12/03/1991	AA, AS	Yes
Union	309 East Academy Street Union, SC 29379	1965	12/05/1991	AA, AS	Yes
Moore School of Business Greenville Classroom	201 Riverplace, Suite 300 Greenville, SC 29601	11/08/2018	11/08/2018	PMBA	Yes
Moore School of Business Charleston Classroom	151 Market Street Charleston, SC 29401	11/08/2018	11/08/2018	PMBA	Yes
BB&T Center	200 South College Street, Suite 110 Charleston, NC 28202	11/08/2018	11/08/2018	PMBA	Yes
Indian Land Site	8063 River Road Fort Mill, SC 29707	04/26/2019	04/26/2019	AA, AS, ASN	Yes

Marine Corps Air Station (MCAS)	Building 596 Geiger Boulevard MCAS Beaufort, SC 29904	04/12/2019	04/12/2019	PMBA	Yes
Marine Corps Recruit Depot Parris Island	Building 923 355 Chosin Reservoir Road MCRD Parris Island, SC 29905	04/12/2019	04/12/2019	PMBA	Yes
Ridgeview High School	4801 Hard Scrabble Road, Columbia, SC 20229	12/06/2019	01/06/2020	AA, AS	Yes
Fort Jackson Education Services Center	4600 Strom Thurmond Boulevard, Fort Jackson, SC 29207	12/2/2019	8/3/2020	AA, AS	Yes
Hamad Bin Khalifa University	P.O. Box 34110, Education City, Doha, Qatar	12/17/2019	8/3/2020	Joint Academic Award with Non-SACSCOC Accredited Institution: M.S. in Exercise Science	Yes
Hamad Bin Khalifa University	P.O. Box 34110, Education City, Doha, Qatar	2/5/2021	1/1/2021	Joint Academic Award with Non-SACSCOC Accredited Institution: M.S. in Sport and Entertainment Management	Yes
River Bluff High School	320 Corley Mill Road, Lexington, SC 29072	3/31/23	8/1/2022	AA, AS	Yes
Nation Ford High School	1400 AO Jones Boulevard, Fort Mill, SC 29715	5/12/2023		AA, AS	Yes
White Knoll High School	5643 Platt Springs Road, Lexington, SC 29073	5/12/2023		AA, AS	Yes
Catawba Ridge High School	1180 Fort Mill Pkwy, Fort Mill, SC 29715	5/12/2023		AA, AS	Yes
Lexington High School	2463 August Highway, Lexington, SC 29072	5/12/2023		AA, AS	Yes

Fort Mill High School	215 N. Hwy 21 Bypass, Fort Mill, SC 29715	5/12/2023		AA, AS	Yes
Grey Collegiate Academy	3833 Leaphart Road, Columbia, SC 29169	8/18/2023	1/1/24	AA, AS	Yes
Clover High School	1625 State Highway 55 East, Clover, SC 29710	4/5/2024	8/1/24	AA, AS	Yes
Legion Collegiate Academy	3090 Long Meadow Road, Rock Hill, SC 29730	6/6/2025	8/1/25	AA, AS	Yes
Clinton High School	18132 Highway 72 East, Clinton, SC 29325	10/10/2025	1/1/26	AA, AS	Yes

Appendix C



July 16, 2025

Donna K. Arnett, Executive VP for Academic Affairs and Provost
University of South Carolina
Osborne Administration Building, Suite 102E
Columbia, SC 29208

Re: Pre-Authorization for a New Site—Public Safety Executive Leadership Masters/Certificate

Dear Provost Arnett,

Our hybrid *Public Safety Executive Leadership* program will launch this fall with online courses and an intensive weeklong component that will meet in-person at the law school. We are receiving strong interest from out-of-state agencies that desire leadership training and advanced degrees for their officers. One agency, the Metropolitan Police Department of Washington, D.C., has approached us with a unique participation plan that will better accommodate their officers and admitted officers from other National Capital Region agencies: They will provide training space in Washington, D.C. for the in-person components of the program. This new site for instruction will save D.C.-based officers the time and expense of traveling to Columbia once per semester to participate in the required face-to-face portion of the program. We enthusiastically support the new site proposal for the following reasons:

- Partnering with the Washington Metro Police Department, the nation's sixth largest, will provide the program with instant credibility and free nationwide publicity.
- It will quickly grow the program because the Metropolitan Police Department has over 3,900 officers and there are over 15,000 federal and state law enforcement officers in the region.
- USC faculty travel costs to Washington, D.C. will be borne largely by the officers who pay higher tuition rates (\$980 per credit hour) than South Carolina students (\$750 per credit hour).

We request your support for the opportunity to expand USC's commitment to excellence in higher education.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. Hubbard".

William C. Hubbard, Dean
Joseph F. Rice School of Law, University of South Carolina
1525 Senate St.
Columbia, SC 29208

Appendix D

ADMINISTRATIVE DIVISION ACAF Academic Affairs		POLICY NUMBER ACAF 1.20
POLICY TITLE Credential Verification for Instructors of Record		
SCOPE OF POLICY USC Columbia and regional Palmetto College campuses		DATE OF REVISION November 15, 2021
RESPONSIBLE OFFICER Executive Vice President for Academic Affairs and Provost		ADMINISTRATIVE OFFICE Office of the Provost

PURPOSE

The University of South Carolina is committed to recruiting, retaining, and promoting an outstanding faculty who demonstrate excellence in teaching, research, service, and outreach.

To ensure compliance with accreditation requirements regarding teaching faculty, the teaching credentials of all instructors of record must be systematically reviewed by the hiring authority at the time of hire and must meet all credential requirements of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Additionally, credentials must be reviewed when an instructor of record is assigned to a course, they have not previously taught.

The credentials of all instructors of record must be verified in accordance with this policy and its accompanying procedures.

DEFINITIONS AND ACRONYMS

Campus Chief Academic Officer: The term "campus chief academic officer" is used throughout this policy and defined for each campus as follows:

- For the USC Columbia campus, the campus chief academic officer is the executive vice president for academic affairs and provost.
- For the regional Palmetto Colleges, the campus chief academic officer is the chancellor for Palmetto College unless otherwise specified by the chancellor.

Instructor of Record: The term "instructor of record" is used throughout this policy and, as defined in ACAF 1.19 Instructor of Record, refers to the individual designated by the academic unit as responsible for the course, including developing its content, assignments, and grades. The instructor of record is the primary instructor on the class section record, identified as either "assigned instructor" or "instructor."

This policy applies to all faculty and other academic personnel involved in instruction as defined by policy ACAF 1.06 Academic Titles for Faculty and Unclassified Academic Staff Positions. This also includes university staff assigned as instructors of record either as dual employment or

as part of their staff appointment, and academic affiliates appointed in accordance with policy UNIV 2.50 Affiliate Appointments.

Additionally, this policy applies to academic administrators with academic appointments as defined by policy ACAF 1.01 Recruitment and Appointment of Academic Administrators. Examples of related positions include the provost, vice provosts, academic deans and associate deans, academic department chairs and academic program directors.

All instructors of record regardless of rank or type must meet the appropriate standards for credentials.

Course Department: refers to the college, school, department, or program responsible for the oversight of a course and for the assignment of the instructor of record for the course. The “course department” is the college, school, department, or program in which a course originates.

Official Transcript: refers to a transcript that is printed on the institution’s official letterhead or transcript stationery, and includes the name, official seal, and watermark or other identifier of the issuing institution; includes the signature of the appropriate authorizing agent (usually the Registrar) and date of issue; and, lists the type of degree, area of concentration, and date the degree was conferred (if the degree has been awarded).

Electronic transcripts are acceptable as long as these are received from the university granting the degree, or through a third party that is authorized to broker such transactions and that takes the responsibility for verifying the identities of both the issuing institution and the receiving institution.

POLICY STATEMENT

On each campus, the chief academic officer is responsible for ensuring that each course department verifies the academic credentials of all instructors of record. The course department is responsible for documenting the credentials of the instructor of record and keeping the documentation on file.

This policy applies to all faculty and other academic personnel involved in instruction as defined by policy [ACAF 1.06 Academic Titles for Faculty and Unclassified Academic Staff Positions](#). This also includes university staff assigned as instructors of record either as dual employment or as part of their staff appointment, and academic affiliates appointed in accordance with policy [UNIV 2.50 Affiliate Appointments](#).

Additionally, this policy applies to academic administrators with academic appointments as defined by policy [ACAF 1.01 Recruitment and Appointment of Academic Administrators](#). Examples of related positions include the provost, vice provosts, academic deans and associate deans, academic department chairs and academic program directors.

All instructors of record regardless of rank or type must meet the appropriate standards for credentials.

A. Credential Verification

1. Criteria for Credential Verification

Credential review on all campuses must be in accordance with the Southern Association of Colleges and Schools Commission on Colleges' Comprehensive Standard 6.2.a of *The Principles of Accreditation*.

The criteria specify that when determining acceptable qualifications of its faculty, an institution should give primary consideration to the highest earned degree in the discipline. The minimum academic requirements for instructors of record are:

- a. Faculty teaching courses at the undergraduate level: doctorate or master's degree in the teaching discipline or master's degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline).
- b. Faculty teaching graduate and post-baccalaureate course work, including all mixed-level courses: earned doctorate/terminal degree in the teaching discipline or a related discipline.
- c. Graduate teaching assistants: To be eligible to teach undergraduate courses, each graduate teaching assistant must provide an official transcript showing that a master's degree in the teaching discipline has been conferred. Otherwise, graduate teaching assistants must meet all of the following qualifications before they are eligible to teach: 1) 18 or more graduate semester hours in the teaching discipline as evidenced by coursework on a transcript, 2) direct supervision by a faculty member who is qualified to teach in the discipline, 3) regular in-service training, which may be in the form of a course taken simultaneously or prior to teaching, and 4) planned and periodic evaluations by a faculty member in the discipline.

Some graduate teaching assistants have graduate semester hours in a related discipline rather than the teaching discipline. For disciplines with common cross-training, documentation much reflect approval from both the teaching discipline and the related discipline.

In rare circumstances, a graduate teaching assistant can be approved to teach a graduate or other post-baccalaureate course; such approval requires satisfying the academic credentials described above or providing alternate credentials as described below; in addition, the academic unit must affirm that the graduate teaching assistant cannot take the course for their own program of study and will not have any students in their doctoral program cohort in the course. The Office of the Provost must approve any graduate teaching assistant as instructor of record for any graduate or other post-baccalaureate course, including all mixed-level courses.

2. Alternative Credentialing

When the credentials of the instructor of record do not meet the minimum requirements as outlined above, but the prospective instructor possesses outstanding professional experience or demonstrated contributions to the teaching discipline, the individual may be alternatively credentialed. A minimum of two faculty (e.g., program director, department chair, associate dean, dean) must review and approve any request for alternative credentials for an instructor of record.

- a. In cases of alternative credentialing, the course department must explain and provide documentation of the instructor's alternate qualification(s) to teach a course or courses. These may include, but are not limited to, work or research experience, professional licensure or certification, non-credit professional development courses, or other specialized training. Sufficient objective documentation to support outstanding experience and demonstrated contributions is required to warrant consideration and must be kept up to date and maintained by the course department as long as the individual is in an active teaching role within the department.
 - b. For undergraduate courses, the instructor of record must have at minimum a baccalaureate degree in addition to alternative credentials. Exceptions require approval of the Office of the Provost.
 - c. For graduate and post-baccalaureate courses, including all mixed-level courses, the instructor of record must have, at minimum, 18 hours of relevant graduate course work in addition to alternative credentials. Exceptions require approval of the Office of the Provost.
3. Select courses are excluded from the criteria identified above. Programs can identify non-standard criteria for specific courses, e.g. minimum professional experience in lieu of graduate coursework for certain experiential courses. Non-standard criteria must be proposed by the program faculty and approved by the academic dean and Office of the Provost. The appendix includes courses approved for use of non-standard criteria.
4. Required Review at Time of Hire or Appointment

Verification of required credentials as described in policy section A.1. must occur at time of hire for all new instructors of record. In the case of academic affiliates, credentials must be reviewed at the time of appointment.

5. Required Review for New Class Assignment

Verification of required credentials as described in section A.1. must occur when an established instructor of record is assigned to teach a class not previously taught by the individual. This includes classes both within and outside the instructor's normal teaching discipline.

6. Per-Course Review Requirement

Credential verification for eligibility to teach a course must be considered on a per-course basis regardless of the instructor's full- or part-time standing. It is possible that the highest earned degree in a discipline may be sufficient to credential an instructor for the majority of their classes, while alternative credentialing may be necessary for a particular class taught outside the degree discipline.

7. ROTC Instructors

ROTC instructors are provided to the university through the military. The university provides them with courtesy appointments and credentials their instruction provided they have a master's degree or higher, have completed appropriate military programs, or have accumulated substantial and relevant experience. As with other instructors of record, credentials for ROTC instructors must be submitted upon appointment.

8. Credential Documents

All instructors of record must have an official transcript and curriculum vitae on file with the academic unit (program, department/school, or campus/college, based on campus/college-level procedures) for which they are teaching. Instructors of record who are alternatively credentialed and, therefore, do not have a transcript on file, still must submit a curriculum vitae along with their other supporting materials.

- a. Credential documentation for each instructor of record must be maintained by the course department for as long as the individual is in an active teaching role. In the case of an instructor of record teaching a course outside their primary academic unit, the secondary course academic unit does not need to keep an official transcript and curriculum vitae on file if it has ensured these documents are already on file and can be easily accessed, if needed. However, the secondary unit is responsible for verifying that the academic credentials satisfy the requirements for courses in the secondary unit and to maintain any documentation related to alternative credentials.
- b. Official Transcripts: An individual's credentials should include an official transcript showing the highest degree conferred in the teaching discipline, or the highest degree conferred with 18+ graduate hours in the teaching discipline. Undergraduate and other graduate transcripts are not required unless they are being used for alternative credentialing.

Official transcripts must be sent from the issuing institution directly to the instructor's department chair, college or school dean, program director, or other appointed individual within the department, college, school, or program. Electronic transcripts may be sent from a third party authorized to broker such transactions. A transcript sent directly to an instructor from an issuing institution is acceptable if the transcript is delivered to the instructor's department, college, school, or program in an envelope addressed and sealed by the issuing institution. The program, department, school or

college must keep a record of the receipt of the transcript in the instructor's file to show that the transcript was received directly from the issuing institution, delivered by the instructor in an envelope addressed and sealed by the issuing institution, or through an authorized third party. If an official transcript is obtained prior to a degree being awarded, a second official transcript must be requested and submitted after the degree is conferred.

Graduate teaching assistants who do not hold a master's degree in the teaching discipline, and who are currently enrolled at the University of South Carolina, may submit an unofficial transcript (i.e., advising transcript) showing the completion of 18+ hours in the teaching discipline. If a teaching assistant graduates and is re-hired as an instructor, an official University of South Carolina transcript showing the conferred degree must be requested.

- c. Physician Credentials: For clinical faculty in either School of Medicine whose terminal degree is a doctor of medicine or equivalent degree, a copy of the faculty member's licensure or board certification is acceptable in lieu of an official transcript.
- d. Curriculum Vitae: A curriculum vitae must be on file in the course department, or readily available online, for each instructor of record. This requirement includes graduate teaching assistants, professional staff who teach credit-bearing courses, adjuncts, and individuals not employed by the University of South Carolina but who are listed as instructors of record. Each course department is responsible for ensuring curricula vitae are periodically updated.
- e. Alternative Credentialing Documents: When the assignment of an instructor of record is justified by means other than those outlined in policy section C.1., supporting documentation is needed to explain the instructor's qualifications to teach the course. Documentation should be periodically reviewed and kept up to date for as long as the instructor is teaching the course for which he they are being alternatively credentialed.
- f. Foreign Credentials: Non-U.S. academic credentials must be evaluated for equivalency to U.S. accredited coursework by a university-approved foreign credential evaluator, and the evaluation submitted with the instructor's transcript or proof of degree. The transcript and other applicable academic records should be accompanied by a notarized translation, if not in English.

PROCEDURES

A. Responsibility for Implementation

- 1. At USC Columbia, the Provost delegates responsibility for implementation of this policy, including credential verification, to the USC Columbia college and school deans. In cases where a course is offered by a department outside the purview of the college and school deans, responsibility for implementation and credential verification is delegated to the unit administrator of the department offering the course.

On the regional Palmetto College campuses, the chancellor delegates responsibility for implementation regional of this policy, including credential verification, to the campus deans. In addition to the campus review, the academic credentials for faculty hired for the regional Palmetto College campuses must be reviewed by the respective academic unit at USC Columbia. For tenure-track/tenured faculty, this most often occurs through membership on the faculty search committee. For full-time instructors and adjunct instructors, the regional Palmetto College campus dean must submit the academic credentials to the respective academic unit at USC Columbia for approval; this review includes instructors for all Palmetto campuses , including dual enrollment sites.

B. Verifying Credentials of Instructors of Record

Each person responsible for implementing this policy, as defined in procedures section A, should establish procedures for verifying credentials of instructors of record within the respective college, school, department, or program. Credentials should be verified upon hire for new instructors of record, and before new courses are assigned to continuing instructors of record. Credential documentation must be maintained by course departments as long as the individual is in an active teaching role within the department. Academic units, colleges, or schools may elect to limit credential approval for new instructors to a specified period (e.g., three years), after which they would need to be reaffirmed based on updated credentials and instructional effectiveness. Any process requiring reaffirmation must be applied equitably, e.g. to all instructors of record or all instructors approved through alternative credentials.

C. Documenting Alternate Credentials, Related Coursework, and Graduate Teaching Assistant Qualifications

When documenting an instructor of record’s alternate teaching credentials, 18+ hours in the teaching discipline (for instructors of record without a degree in the teaching discipline), or qualifications to teach as a graduate teaching assistant, the course academic unit must explain and provide documentation showing the instructor’s credentials. Course academic units should use the Alternate Credentials, Graduate Coursework, Graduate Teaching Assistant, and Graduate Coursework (Outside of Discipline) for Graduate Teaching Assistants forms available on the Office of Institutional Research, Assessment and Analytics’ (OIRAA) [Faculty Credentials for SACSCOC](#) website.

D. Submitting Faculty Credential Documentation for the SACSCOC Faculty Roster

SACSCOC requires each of its accredited institutions to report the qualifications of its teaching faculty using the SACSCOC Faculty Roster form. The Faculty Roster includes the names of all instructors of record during a given semester or semesters, a list of courses they are teaching, and their qualifications for teaching those courses.

Each person responsible for implementing this policy, as defined in procedures section A, must ensure that proper credential documentation for each instructor of record is submitted to the office responsible for creating the SACSCOC Faculty Roster for his or her campus.

1. At USC Columbia, credential documentation (i.e., official transcripts, and documentation forms and supporting materials, if applicable) should be submitted to the Human Resources representative within the instructor's home college or school. Credential documentation for an instructor of record teaching a course outside the purview of their home college or school, or for an instructor of record teaching a course administratively housed outside a college or school (e.g., University 101), should be submitted to the Human Resources representative within the college, school, or program offering the course. The Human Resources representative will then forward the documentation to the Office of Institutional Research, Assessment and Analytics (OIRAA). All credential documents relevant to courses being taught should be on file in the course department and with OIRAA by the midpoint of term or part of term. For an instructor teaching in more than one academic unit, only the primary unit must have an official transcript. Refer to the [Faculty Credentials for SACSCOC](#) page on the OIRAA website for more information, and to access the forms that must be used when documenting alternate credentials, 18+ hours of coursework in the teaching discipline (for instructors of record without a degree in the teaching discipline), and graduate teaching assistant qualifications.
2. On the regional Palmetto College campuses, credential documentation (i.e., official transcripts, and documentation forms and supporting materials, if applicable) should be submitted to the campus dean's office. The dean's office will forward the documentation to the Office of Institutional Research, Assessment and Analytics (OIRAA) at USC Columbia. All credential documents relevant to courses being taught should be on file in the campus dean's office and with OIRAA by the midpoint of term or part of term. Refer to the [Faculty Credentials for SACSCOC](#) page on the OIRAA website for more information, and to access the forms that must be used when documenting alternate credentials, 18+ hours of coursework in the teaching discipline (for instructors of record without a degree in the teaching discipline), and graduate teaching assistant qualifications.

RELATED UNIVERSITY, STATE AND FEDERAL POLICIES

Southern Association of Colleges and Schools, *Principles of Accreditation*, Comprehensive Standard 6.2.a.

[ACAF 1.00 Recruitment and Appointment of Tenured, Tenure-Track and Professional-Track Faculty](#)

[ACAF 1.01 Recruitment and Appointment of Academic Administrators](#)

[ACAF 1.06 Academic Titles for Faculty and Unclassified Academic Staff Positions](#)

[ACAF 1.16 Professional-Track Faculty](#)

[ACAF 1.19 Instructor of Record](#)

[ACAF 4.00 Graduate Assistantships](#)

[UNIV 2.50 Affiliate Appointments](#)

HISTORY OF REVISIONS

DATE OF REVISION	REASON FOR REVISION
November 15, 2021	Updating academic credentials and approval procedures for clarification and better compliance with SACSCOC 6.2.a.
October 10, 2018	Reformatting to new template and to add physician board licensure or board certification as valid confirmation of academic credentials.
September 2, 2016	The policy was updated to clarify definitions of terms; requirements regarding curricula vitae and non-U.S. credentials; procedures for documenting alternate credentials, related coursework, and graduate teaching assistant qualifications; and procedures for submitting credential documentation for the SACSCOC Faculty Roster. Additionally, new references to related policies were added, the list of campuses to which this policy applies were updated, and changes were made to reflect the renaming of the Office of Institutional Research, Assessment and Analytics (OIRAA).
May 11, 2015	New policy approval

APPENDIX

Courses approved for non-standard credentials

Appendix E

Faculty Roster Form

Qualifications of Full-Time and Part-Time Faculty

Name of Institution: University of South Carolina Columbia

Name of Primary Teaching Department: Joseph F. Rice School of Law

Academic Term Included: Fall 2025

Date Form Completed: 12/4/2025

1	2	3	4
NAME (F, P)	COURSES TAUGHT Including Term, Course Number & Title, Credit Hours (D, UN, UT, UG, G)	ACADEMIC DEGREES & COURSEWORK Relevant to Courses Taught, Including Institution & Major List specific graduate coursework, if needed	OTHER QUALIFICATIONS & COMMENTS Related to Courses Taught
Stoughton, Seth (F)	LAWG 703: Civil Rights (3) (G)	Juris Doctor: Law (JD) (University of Virginia)	Former police officer, Tallahassee, Florida Police Department
Adams, Ian (F)	LAWG 702: Evidence Based Policing (3)(G)	Doctorate (Academic): Political Science (PhD) (University of Utah) Master's (Professional): Public Administration (MPH), University of Utah, 2022	Former police officer, Salt Lake City Police Department
Regoeczi, Wendy (F)	LAWG 705: Co-Production of Public Safety: Building Trust and Centering Community Needs (3)(G)	Doctorate (Academic): Sociology (PhD) (University of Toronto)	
McGough, Marueen (P)	LAWG 706: Critical Incidents (3)(G)	Juris Doctor: Law (JD) (George Washington School of Law)	Practicing Attorney with U.S. Department of Justice
Hemlepp, Mike (P)	LAWG 703: Civil Rights (3) (G) LAWG 704: Sound Agency Management (3)(G)	Juris Doctor: Law (JD), University of South Carolina Columbia, 1991	

Tregle, Brandon (F)	LAWG 702: Evidence Based Policing (3)(G)	Doctorate (Academic): Criminology and Criminal Justice (PhD) (University of Nebraska Omaha) Juris Doctor: Law (JD) (Louisiana State University)	Former Baton Rouge, Louisiana Police Officer
Brown, Marc (F)	LAWG 701: Principles of Leadership and Management: Legal, Ethical, and Organizational Considerations (3)(G)	Doctorate (Professional): Organizational Leadership (EdD) (Grand Canyon University) Master's (Academic): Criminal Justice (MS) (Charleston Southern University)	Former police offer, Charleston Police Department PhD Dissertation: Relationship Between Leadership, Leader-member Exchanges, and Work Performance in Uniformed Divisions of Law Enforcement

Abbreviations: F, P: Full-time or Part-time; D, UN, UT, UG, G: Developmental, Undergraduate Nontransferable, Undergraduate Transferable, Undergraduate, Graduate; Dual: High School Dual Enrollment Course

Appendix F

Faculty Scholarship and Research Experience

Here are examples of past faculty publications:

Ian Adams & Geoffrey Alpert. (2023). Use of Force in Policing. In H. Pontell (Ed.), *Oxford Research Encyclopedia of Criminology and Criminal Justice*. New York and Oxford: Oxford University Press.

Scott Mourtgos & **Ian Adams** (2023). Police Proactivity in an Era of Pandemic and Protest. In M. Deflem (Ed.), *Crime and Social Control in Pandemic Times*. Emerald Publishing.

Scott Mourtgos, **Ian Adams** & Sharon Mastracci (2021). Improving Victim Retention and Officer Response in Rape Investigations. In E. Arble & B. Arnetz (Eds.), *Interventions, Training, and Technologies for Improved Police Well-Being and Performance*. IGI Global.

Ian Adams & Sharon Mastracci (2020). Hidden in Plain Sight: Contrasting Emotional Labor in Civilian and Sworn Criminal Justice Employees. In J. Phillips, C. Westaby, A. Fowler, & J. Waters (Eds.), *Emotional Labour in Criminal Justice and Criminology* (pp. 185-195). Routledge.

Sharon Mastracci & **Ian Adams** (2019). Trending Interconnectedness: The Value of Comparative Analysis. In M.E. Guy, S.H. Mastracci, & S.-B. Yang (Eds.), *The Palgrave Handbook of Global Perspectives on Emotional Labor in Public Service* (pp. 51–79). Springer International Publishing. [Link](#)

Westphaln, K. K., Manges, K. A., **Regoeczi, W. C.**, Johnson, J., Ronis, S. D., & Spilsbury, J. C. (2022). Facilitators and barriers to children’s advocacy center-based multidisciplinary teamwork. *Child Abuse & Neglect*, 131, 105710.

Regoeczi, W. C., J. P. Jarvis, and A. Mancik. 2020. Homicide Investigations in Context: Exploring Explanations for the Divergent Impacts of Victim Race, Gender, Elderly Victims, and Firearms on Homicide Clearances. *Homicide Studies*. 20(1):25-44.

Boehnlein, T., Kretschmar, J., **Regoeczi, W.**, & Smialek, J. (2020). Responding to stalking victims: Perceptions, barriers, and directions for future research. *Journal of Family Violence*, 35(7), 755-768.

Evaluating Police Uses of Force (NYU Press, 2020) (**Seth Stoughton**, with Jeffrey J. Noble and Geoffrey P. Alpert)

How the Fourth Amendment Frustrates the Regulation of Police Violence, 70 *Emory L.J.* 521 (2021) (**Seth Stoughton**)

Police Body-Worn Cameras, 96 *N.C. L. Rev.* 1363 (2018) (**Seth Stoughton**)

Terry v. Ohio and the (Un)Forgettable Frisk, 15 *Ohio State J. Crim. L.* 19 (2017) (**Seth Stoughton**)

Moonlighting: The Private Employment of Off-Duty Officers, 2017 *U. Ill. L. Rev.* 1848 (2017) (**Seth Stoughton**)

The Blurred Blue Line: Reform in an Era of Public and Private Policing, 44 Am J. Crim. L. 117 (2017) (**Seth Stoughton**)

A Tactical Fourth Amendment, 103 Va. L. Rev. 211 (2017) (**Seth Stoughton** with Brandon Garrett)

Principled Policing: Warrior Cops & Guardian Officers, 51 Wake Forest L. Rev. 611 (2016) (**Seth Stoughton**)

Policing Facts, 88 Tul. L. Rev. 847 (2014) (**Seth Stoughton**)

Boehme, Hunter, M., **Brandon Tregle**, Marc Olson*, Cannon Fulmer (2025). Leveraging code enforcement units to reduce crime: A difference-in-difference analysis of a targeted crime prevention intervention. *Journal of Criminal Justice*, (in press).

Adams, Ian T., Marc Olson*, Lois James, **Brandon Tregle** & Hunter M. Boehme, (2025). F***: Public Opinion. *Police Quarterly*, (in press).

Hartley, Richard. D., Marie. S. Tillyer, **Brandon Tregle**, & Michael. R. Smith, (2025). Case dismissal and noncarceral sentences: High volume, low visibility decision-making in a large urban court. *Journal of Criminal Justice*, 98, 102411.

Tregle, Brandon, Michael R. Smith, Chantal Fahmy, Rob Tillyer (2025). More Than Meets the Eye Examining the Impact of Hot Spots Policing on the Reduction of City-wide Crime. *Crime Science*, 14(1), 3.

Cardwell, Stephanie, **Brandon Tregle**, Michael R. Smith, Lonzo Anderson, (2025). Implementing place network investigation strategies to reduce violent crime. *Justice Evaluation Journal*, 1-18.

Tregle, Brandon, Rob Tillyer, & Michael R. Smith (2025). Hot Spots Policing: Assessing the Impact on Officer-Initiated Activity. *Police Quarterly*, 10986111251317475. Boehme, Hunter M., Brandon Tregle, Cory Schnell (2025). “You Keep Me Hanging On”: Evidence from The Columbia Door Hanger Experiment *Journal of Experimental Criminology*. *Journal of Experimental Criminology*, 1 – 16.

Tregle, Brandon, Scott M. Mourtgos* (2024). Burning Questions: Investigating Officer Support for Hot Spots Policing. *Police Practice and Research: An International Journal*, 1 – 15.

Dunlap, Brenna*, Jessie Huff, **Brandon Tregle** (2024). Repairing the harm caused by arrest: A mixed-methods evaluation of a restorative justice diversion program. *Policing: A Journal of Policy and Practice*, 18, paae072.

Smith, Michael R., Rob Tillyer, **Brandon Tregle**, (2023). Hot spots policing as part of a citywide violent crime reduction strategy: Initial evidence from Dallas. *Journal of Criminal Justice*, 90 (2024): 102091.

Tregle, Brandon, Justin Nix, Justin T. Pickett (2022). Body-worn cameras and transparency: Experimental evidence of inconsistency in police executive decision-making. *Justice Quarterly*, 39(3), 455-477.