



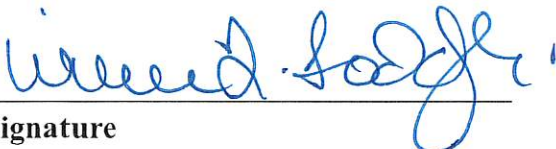
Policy Name: Cooperative Academic
Arrangement Policy

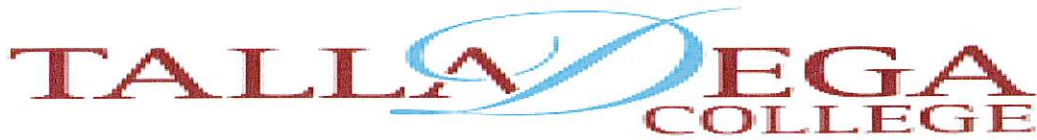
Policy Number: Administrative Policy
03.10.12.01

Date: January 23, 2026

Review Date: January, 23, 2029

Approved by Willie L. Todd, Jr., Ph.D.
President and CEO


Signature



Policy Title: Cooperative Academic Arrangement Policy

Policy Type: Administrative

Policy Number: 03.10.12.01

Approval Date: January 23, 2026

Responsible Office: Academic Department

Responsible Executive: the Provost

Applies to: ALL Academic Arrangement

I. Policy Statement

The purpose of this policy is to establish institutional requirements, procedures, and oversight mechanisms governing Cooperative Academic Arrangements (CAAs). This policy ensures that all academic collaborations entered into by the institution are academically sound, compliant with accreditation standards, financially responsible, and aligned with the institution's mission, strategic priorities, and student success goals.

II. Table of Content

Policy Statement.....	2
Purpose.....	3
Definitions.....	3
Approval Process.....	4
Written Agreements.....	4
Accreditation and Compliance.....	5
Assessment.....	5
Record Management	6
Termination and Teach-out.....	6
Policy Revision and Review	6

Publication.....6
Review Schedule6

III. PURPOSE

- A. Scope-This policy applies to all credit-bearing and non-credit academic arrangements involving external entities, including but not limited to:
- Articulation and transfer agreements
 - Dual enrollment and dual credit programs
 - Joint or shared academic programs
 - Consortia agreements
 - Clinical, practicum, internship, or experiential learning partnerships that carry academic credit
 - Online program partnerships (OPMs) and third-party instructional or support service providers

This policy applies to all academic units, administrators, faculty, and staff involved in the development, approval, administration, or assessment of CAAs.

IV. Definitions

Cooperative Academic Arrangement (CAA): A formal, written agreement between the resources or services related to instruction, curriculum delivery, assessment, or credentialing.

Partner Institution/Entity: An accredited institution of higher education, organization, agency, or third-party provider that participates in a CAA.

Substantive Change: A significant modification to the institution’s academic programs, delivery methods, or credentialing that may require prior notification to or approval from the accrediting body.

V. Components of Arrangements

All Cooperative Academic Arrangements shall:

1. Support the institution’s mission and strategic plan.
2. Maintain institutional control over academic quality, curriculum, and assessment.
3. Ensure academic rigor and integrity equivalent to on-campus programs.
4. Protect student interests, including transparency, transferability, and financial responsibility.
5. Comply with all applicable accreditation, federal, state, and regulatory requirements.

VI. Institutional Oversight

The institution retains full authority and responsibility for:

- Curriculum design and approval
- Faculty qualifications and oversight
- Admission standards and student assessment
- Academic policies and degree requirements
- Awarding of academic credit and credentials

No CAA may be implemented without documented institutional approval in accordance with this policy.

VII. Approval Process

A. Proposal Development

All proposed CAAs must include:

- Academic rationale and alignment with institutional mission
- Description of the academic responsibilities of each party
- Curriculum mapping and learning outcomes
- Faculty qualifications and instructional oversight
- Student support services and advising responsibilities
- Financial terms and resource commitments
- Assessment and evaluation plan
- Accreditation and regulatory impact analysis

B. Review and Approval

1. Department/Program Review
2. Academic Dean Review
3. Curriculum Committee (if applicable)
4. Provost/Chief Academic Officer Approval
5. Legal and Compliance Review
6. President Approval
7. Board of Trustees approval, if required

Agreements involving substantive change shall not be implemented until accreditor requirements are satisfied.

VIII. Written Agreements

All CAAs must be documented in a formal written agreement that includes, at a minimum:

- Names and responsibilities of all parties
- Duration and renewal terms
- Academic control and curriculum authority
- Faculty appointment and evaluation standards
- Admission, enrollment, and advising processes
- Tuition, fees, and financial arrangements (if necessary)
- Student records, FERPA compliance, and data sharing
- Assessment, outcomes reporting, and continuous improvement
- Termination provisions and teach-out obligations
- Dispute resolution and governing law

IX. Accreditation and Compliance (SACSCOC Standard 10.9)

The institution ensures that all Cooperative Academic Arrangements comply with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) **Standard 10.9 (Cooperative Academic Arrangements)**, which requires the institution to maintain responsibility for the academic quality, integrity, and oversight of all coursework and programs offered through such arrangements.

In accordance with SACSCOC Standard 10.9, the institution:

1. Maintains primary responsibility for academic content, curriculum approval, learning outcomes, and assessment.
2. Exercises oversight of faculty selection, qualifications, evaluation, and professional development, regardless of instructional site or modality.
3. Ensures that student learning outcomes for cooperative arrangements are comparable to those of on-campus programs.
4. Provides appropriate academic and student support services.
5. Retains control over admissions, academic policies, grading, and awarding of credit and credentials.
6. Documents compliance through formal written agreements, assessment data, and ongoing monitoring.

Agreements that constitute a substantive change under SACSCOC policy shall not be implemented until all notification and approval requirements have been met. The Office of Academic Affairs, in coordination with Institutional Effectiveness and Compliance, is responsible for monitoring and documenting ongoing compliance with Standard 10.9.

X. Assessment

Each CAA shall be assessed annually to ensure:

- Achievement of stated learning outcomes

- Student success, retention, and completion
- Academic quality and instructional effectiveness
- Financial sustainability

Results of assessments shall be documented and used for continuous improvement or decision-making regarding continuation or termination of the arrangement.

XI. Record Management

All approved CAAs shall be centrally maintained by the Office of Academic Affairs and/or the Office of the Provost. Agreements must be reviewed periodically and renewed, amended, or terminated in accordance with institutional policy.

XII. Termination and Teach-out

In the event of termination, the institution shall ensure reasonable teach-out provisions that protect enrolled students and allow them to complete their academic requirements.

XIII. Policy Revision and Review

This policy shall be reviewed at least every five years or as required by changes in accreditation standards, laws, or institutional priorities. Revisions must be approved through established governance processes.

IV. PUBLICATION

This policy shall be widely published and distributed to the Talladega College community. The Director of Institutional Research and Effectiveness and the Chief Marketing and The Communications Officer will make every effort to:

1. Communicate the policy in writing, electronically, or otherwise, to the College community within fourteen (14) days of approval.
2. Submit the policy for inclusion in the online Policy Library once the library is uploaded.
3. Post the policy on the appropriate websites; and
4. Educate and train all stakeholders and appropriate audiences on the policy's content, as necessary.
5. Failure to meet the publication requirements does not invalidate this policy.

REVIEW SCHEDULE

Next Scheduled Review: 1/23/2029

Approved date: 1/23/2026

Supersedes: All other policies are rendered void.

RELATED DOCUMENTS

FORMS

