

10.1 Academic policies

The institution publishes, implements, and disseminates academic policies that adhere to principles of good educational practice and that accurately represent the programs and services of the institution.

Compliance Judgment: In Compliance

Rationale

Publication and Dissemination of academic policies. Academic policies are published and made available to students, faculty, and other interested parties through the [Academic Bulletin](#) ^[1], the [Faculty Manual](#) ^[2], and the [Student Handbook](#).^[3] The Academic Bulletin contains all academic policies currently in force including but not limited to information on admission, registration, transfer credit, student grievance procedures, financial aid, tuition and fees, and academic standards. Policies and procedures are in effect for all USC Aiken student regardless of the student's instructional location or delivery mode. The Academic Bulletin is easily found on the [USC Aiken website](#).^[4] The Faculty Manual provides policies and procedures governing instructional responsibilities such as academic freedom, class operating protocols, evaluation and grading, academic dishonesty, course materials, and student evaluation of teaching. Such policies are in effect regardless of instructional delivery practices. In addition the manual describes the standing Faculty Assembly committees with responsibilities for academic policies and procedures. Like other publications, the Faculty Manual is found online on the [USC Aiken website](#).^[5] In addition to student department policies which are present in the [narrative response to Standard 12.3 – Students rights](#) ^[6], the Student Handbook includes policies and procedures governing academic integrity. The Student Handbook is made available on the [Student Affairs website](#).^[7]

Policies that adhere to principles of good educational practice. The University of South Carolina Aiken consults a variety of sources, including University of South Carolina system-wide policies, South Carolina Commission on Higher Education policies, State regulations, and specialized accrediting bodies when constructing its academic policies. University of South Carolina system-wide academic policies are listed in the [University of South Carolina Policies and Procedures website](#).^[8] Relevant data are carefully collected and analyzed to inform decisions about the need of new or modified academic policies and practices. Recommendations for new or modified academic policies and practices typically originate from standing committees of Faculty Assembly or ad-hoc University committees, but can arise from other sources (e.g., Student Government). In accordance with good educational practices and USC system-wide [policy ACAF 2.00 - Creation and Revision of Academic Programs](#) ^[9], the faculty are delegated legislative authority over academic matters on the campus where they serve.

Policies that accurately represent programs and services. Once crafted, all documents undergo a multi-step vetting process to ensure that they accurately represent USC Aiken's protocols, programs, and services before they are approved, published, and disseminated to students, faculty, and other parties. In accordance with the [UNIV 1.00 - Policy on Policies](#) ^[10], "draft new policies, substantially revised policies and policies recommended for repeal must be distributed to the university community for review and comment prior to final approval."

In addition to the policy vetting process, publications containing academic policies are reviewed and updated on an annual basis. The Academic Bulletin is carefully reviewed by the Academic Council and Academic Affairs personnel. The Student Handbook is reviewed by personnel in the division of Student Affairs.

Supporting Documentation

1. [USC Aiken Academic Bulletin](#)
2. [USC Aiken Faculty Manual](#)
3. [USC Aiken Student Handbook](#)

4. [USC Aiken website: Navigation to the Academic Bulletin](#)
5. [USC Aiken website: Navigation to the Faculty Manual](#)
6. [Narrative response to Standard 12.3 – Students rights](#)
7. [USC Aiken website: Navigation to the Student Handbook](#)
8. [University of South Carolina System Policies and Procedures website](#)
9. [USC system policy ACAF 2.00 - Creation and Revision of Academic Programs](#)
10. [USC system policy UNIV 1.00 - Policy on Policies](#)