

December 8, 2006

Dr. Belle S. Wheelan
President
Southern Association of Colleges and Schools
Commission on Colleges
1866 Southern Lane
Decatur, Georgia 30033-4097

Dear Dr. Wheelan:

Austin Community College (ACC) is submitting notification of a substantive change in our distance learning instruction, as required under the following procedure:

Procedure Two: Substantive Changes Requiring Only Notification Prior to Implementation

Changes Requiring Notification Only

Substantive changes requiring an institution to notify the Commission on Colleges prior to implementation by the institution are as follows:

2. For distance learning/technology-based group or individual instruction (where the instructor and student are geographically separated)
 - a. Offering first courses via distance learning/technology-based instruction by which students can obtain at least 25 percent of their credits toward a degree program (thereafter, reporting 50 percent or more of a degree program or an entire degree program)
 - b. Adding significantly different programs from previously reported programs offered through distance learning

Since our last notification of substantive change in our distance learning instruction in March 2006, we have increased the number of programs in which 25% or more of the certificate or degree may be obtained via distance learning. In addition, we have increased the number of programs in which 50% or more of the certificate or degree may be obtained via distance learning. The following table summarizes the number of programs with increases in the percentage of the program offered via distance learning. Programs reported in March 2006 but have since crossed into the higher thresholds are listed under the Changes column.

Percent of Program Available via Distance Learning	Changes	New	Total
25%-49%	0	16	16
50%-99%	6	5	11
100%	4	0	4
Total	10	21	31

The attached document contains a list of the programs, with the percent of credits that can be earned via distance learning, covered by this substantive change request.

At this time, Austin Community College officially notifies you of the substantive change under Procedure Two and requests any direction or guidance you may wish to provide us.

We thank you for your attention and look forward to working with you and your staff during the substantive change process.

Sincerely,

Soon O. Merz
Associate Vice President
Effectiveness and Accountability

Attach

Cc: Stephen B. Kinslow
Richard Smith
Robert Bermea