



REACH Act Course Review Process

Purpose:

The Clemson University REACH Act Course Review Process has been developed in response to the requirement contained in the South Carolina Commission on Higher Education's 5 August 2022 *REACH Act Compliance Policy* stating that:

Institutions will develop and implement a review process to ensure that every section of each course identified for REACH Act compliance contains the required readings. Institutions shall share their review process with the CHE by September 30, 2022. These processes will be approved by the CHE.

Overview:

As of the date of institutional approval of this review process, Clemson students may satisfy the REACH Act graduation requirement by completing one of the following 3-credit hour courses: HIST 1010 (History of the United States to 1877), POSC 1010 (American National Government), or POSC 1030 (Introduction to Political Theory). In order to (a) verify compliance with the requirements of the REACH Act and CHE's *REACH Act Compliance Policy* and (b) identify/remedy the unlikely possibility of compliance deficits, the University's REACH Act Program Coordinator oversees the following review process for each section of HIST 1010, POSC 1010, and POSC 1030:

1. Syllabus review (at the beginning of the term)
2. Instructor's statement of compliance (at the end of the term)
3. Application of any necessary remedial steps

Review Process:

Clemson University's REACH Act Program Coordinator (RAPC) oversees the following review process for each section of REACH Act courses (HIST 1010, POSC 1010, and POSC 1030):

Stage-1: Syllabus Review

- Three weeks prior to the start of classes each semester, the RAPC sends an email communication to all scheduled Reach Act course instructors about the review procedures along with two attached instructional documents: general instructions and syllabus guidelines (Appendices 1 and 2)
- No later than one week before the start of classes, the instructors submit a draft syllabus for each of their scheduled sections to the RAPC.
- The RAPCs then examines each syllabus, noting whether the required elements of the title-page, required-reading, and class-schedule are complete or incomplete. The RAPD shares the results of this examination with the instructors within two days of receiving syllabi, and the examination results are recorded in a tracking sheet (Appendix 3).



- Instructors will make the necessary adjustments to their syllabi (and, if necessary, course content and materials), repeating the submission steps above, until the RAPC confirms that their syllabi are entirely complete.

Stage-2: Application of Any Necessary Remedial Steps

- In the unlikely event that a subsequent determination is reached that a course section fell short of completely fulfilling the REACH Act, then four steps will be taken to close any gap:
 1. While students in such a course section would receive credit (if appropriate) for the course in the University's student information system, the RAPC and University Registrar will ensure that, for each affected student, a record is made in the student information system that the particular section in the particular term did not satisfy REACH Act requirements.
 2. The RAPC will work with the instructor and his/her department chair to arrange the necessary remediation (which may include University-designed and -administered online modules, face to face make-up sessions, and/or office hours visitations) to address any missing document readings/discussions without any related additional student tuition/fees.
 3. The RAPC will alert and receive approval from either the Dean of Undergraduate Studies or the Provost regarding the remediation plan.
 4. Upon remediation, the RAPC and University Registrar will ensure that an additional record is made in the student information system for each remediated student that the REACH Act requirements have been satisfied.

Stage-3 Preparation for Annual Verification

- During, or at the end of, each semester, the University's Associate Provost for Institutional Effectiveness (APIE) shall review the RAPC's examination sheet and confirm that the requirements for the syllabi title page, list of Reach Act readings, and the incorporation of readings in the detailed course section schedule are recorded as met for each REACH Act section.
- The APIE shall inspect the syllabi of course sections taught by new REACH Act instructors and a random sample of not less than 30% of other course section syllabi to validate the inspection sheet.
- If relevant, the APIE shall consult with the RAPC regarding the effect of any suspension or alteration of normal University operations (due to, *e.g.*, weather events, natural disasters, unexpected closures, *etc*) on course section compliance.
- In the unusual case of non-compliance, the APIE will confirm and continue to monitor the remediation of each affected student in collaboration with the RAPC and University Registrar.
- Based on the above, the APIE shall make a recommendation to the Provost regarding the University's annual verification letter to CHE.



REACH Act Course Review Process Approval

Current version (09/21/2022): Robert H. Jones, Executive Vice President for Academic Affairs and Provost on 09/21/2022



APPENDIX 1: Reach Act Course Syllabus Guidelines

REACH ACT GUIDELINES FOR HIST-1010, POSC-1010 & -1030
(Last updated: May 5, 2022)

Faculty assigned to teach History 1010 ("History of the U.S. to 1877"), Political Science 1010 ("Introduction to American Government") or 1030 ("Introduction to Political Theory") have broad academic freedom to design their course syllabus, but at the same time they should ensure that the course aligns with the requirements of South Carolina's "Reinforcing College Education of America's Constitutional Heritage Act (REACH) Act" of April 28, 2021.

The course should include:

1. A comprehensive overview of the major events and turning points of American history and government.
2. Required reading of original and complete versions of the following:
 - (a) the United States Constitution (with all Amendments) in its entirety;
 - (b) the Declaration of Independence in its entirety;
 - (c) the Emancipation Proclamation in its entirety;
 - (d) a minimum of five essays in their entirety from the Federalist Papers as selected by the instructor; and
 - (e) one or more documents that are foundational to the African American Freedom struggle.
3. A course syllabus that clearly indicates that the course entails the two components above, which includes the following required elements:
 - **Under first-page title/header information:**
 - Clearly state the section number, credit hours, and meeting days/times for the course.
 - **Under "List of Required Readings" (or comparable heading):**
 - Clearly list the nine (or more) specific REACH Act documents assigned, including "the United States Constitution, with all Amendments," the five (or more) specific Federalist Papers (including,



numbers) and the specific document/s chosen that are foundational to the African American Freedom struggle (including, title/s).

- Be sure to indicate that each of the nine (or more) documents is: i) assigned reading; ii) to be read in its entirety.
- [On the copy submitted to the program coordinator for review, please highlight the nine (or more) RA titles *listed*.]
- **Under “Schedule of Assigned Reading” (or comparable heading):**
 - Clearly indicate when each of the nine (or more) specific documents (using complete titles) are assigned.
 - [On the copy submitted to the program coordinator for review, please highlight the nine (or more) titles, including the Amendments.]



APPENDIX 2: Syllabus Guidelines Sample

POSC 1010: American National Government
Clemson University, Fall 2022
Department of Political Science

Instructor: Anne Instructor, Ph.D.

Office: 201 Bracket Hall

Office Hours: MWF 11:00AM-12:00PM

E-mail: aeinstr@clemson.edu

Department Phone: 864-555-1234

Section Number: 009

Class Times: MWF 8:00-8:50am

Class Location: 212 Bracket Hall

Credit Hours: 3.0

Ensure that the course meeting information (days and times) as well as the number of credit hours is listed and not redacted. Also, clearly indicate the section number (e.g., HIST 1010-009 alone will NOT suffice)



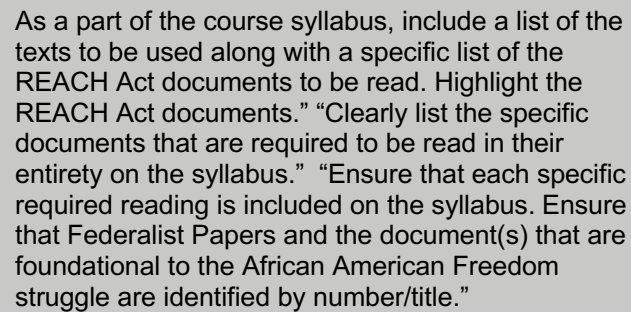
Required Materials/Reading

Required Textbook:

- Author, Joe. *YAWP: The American Government*. Palo Alto: Stanford University Press, 2019.

Additional required readings:

- Declaration of Independence, in its entirety
- Constitution with all Amendments, in its entirety
- Federalist Papers 10, 23, 51, 70, 85, each in its entirety
- Emancipation Proclamation, in its entirety
- Frederick Douglass, "What to the Slave is the Fourth of July?" in its entirety

A grey callout box with a purple border and a pointer pointing towards the list of readings. The text inside the box provides instructions on how to format the syllabus.

As a part of the course syllabus, include a list of the texts to be used along with a specific list of the REACH Act documents to be read. Highlight the REACH Act documents." "Clearly list the specific documents that are required to be read in their entirety on the syllabus." "Ensure that each specific required reading is included on the syllabus. Ensure that Federalist Papers and the document(s) that are foundational to the African American Freedom struggle are identified by number/title."



Schedule of Classes

Class #	Date	Topic	Readings
17	9/25	The American Revolution	Declaration of Independence
18	9/27	The American Revolution	YAWP, ch. 5
19	9/29	The Constitutional Process	U.S. Constitution (with all Amendments)
20	10/1	The Constitutional Process	The Federalist Papers, No. 1, No. 13, and No. 41
21	10/4	The Constitutional Process	YAWP, ch. 6
22	10/6	The Constitutional Process	The Federalist Paper, No. 10 and No. 51
23	10/8	The Federalist Era	YAWP, ch. 7
24	10/11	Age of Jackson	YAWP, ch. 8
25	10/13	Manifest Destiny	Frederick Douglass, "What to the Slave is the Fourth of July?"
26	10/15	The Civil War	YAWP, ch. 9
27	10/17	Reconstruction	The Emancipation Proclamation

Within the course schedule, include a section for assigned readings that clearly lists the required documents. Highlight the REACH Act documents



APPENDIX 3: Syllabus Requirement Tracking Sheet

REACH Act Syllabus Completion List for POSC 1010, POSC 1030, HIST 1010--Fall 2022						
Syllabus #	Course	Sect. #	Instructor	R.A. Syllabus Elements (x=complete; 0=incomplete)		
				Title Section	Required Reading	Class Schedule
1	POSC 1010	1	Robert Carey	x	x	x
2		2	"	x	x	x
3		3	Jenny Presgraves	x	x	x
4		4	"	x	x	x
5		5	Stephen Phillips	x	x	x
6		6	"	x	x	x
7		7	Ramon Lopez	x	x	x
8		8	"	x	x	x
9		9	James Wallner	x	x	x
10		10	"	x	x	x
11	(honors)	11	Alexander Billinis	x	x	x
12	POSC 1030	1	Brandon Turner	x	x	x
13		2	"	x	x	x
14		3	Elizabeth L'Arrivee	x	x	x
15		4	"	x	x	x
16		5	Adam Thomas	x	x	x
17	(honors)	6	"	x	x	x
18	(honors)	7	J. Michael Hoffpauir	x	x	x
19		8	"	x	x	x
20		9	Philip Bunn	x	x	x
21		10	Ramon Lopez	x	x	x
22		11	"	x	x	x
23		12	Gabe Whitbread	x	x	x
24	HIST 1010	1	James Jeffries	x	x	x
25		2	"	x	x	x
26		3	Patrick Troester	x	x	x
27		4	"	x	x	x
28		5	Andrew Baker	x	x	x
29		6	"	x	x	x
30		7	"	x	x	x
31		8	"	x	x	x

Coastal Carolina University Compliance Process for the REACH Act

REACH Act Compliance for CCU students: As part of their graduation requirements, all students at CCU must complete either

HIST 201 - History of the United States from Discovery to the Present: Discovery through Reconstruction, or

POLI 201 - Introduction to American Government.

Both classes are REACH Act compliant and students are required to read the following:

1. Read the United States Constitution in its entirety.
2. Read the Declaration of Independence in its entirety.
3. Read the Emancipation Proclamation in its entirety.
4. Read a minimum of five essays in their entirety from the Federalist Papers as selected by instructor.
5. Read one or more documents that are foundational to the African American Freedom struggle.

This is noted in the CCU catalog; see

https://catalog.coastal.edu/preview_program.php?catoid=22&poid=4140

Faculty must demonstrate REACH Act compliance for these classes in their syllabus. In the syllabus, faculty must specify which 5 Federalist Papers they assign, and which document foundational to the African American struggle they choose and assign. They must also highlight their syllabus to show where the documents are included. Faculty are provided guidance for how to format their syllabus to ensure compliance; see Appendix A. The syllabi are vetted for REACH Act compliance by the process laid out below:

On or about August 16th (the day faculty return to campus): The associate provost for faculty affairs and academic programs (APFAAP) emails the department chairs for the Departments of Politics and History to remind them to communicate with faculty teaching REACH Act classes about the syllabus requirements for HIST 201 and POLI 201. Deans and associate deans are cc'ed in this communication. Faculty are given a deadline to submit the syllabi; this deadline is 2 weeks after the start of classes during regular semesters, and 1 week during short semesters such as summer terms. Faculty are provided written guidance for producing REACH Act compliant syllabi; see Appendix A. For Spring and Summer semesters, initial reminders will be sent one week before class begins, with a deadline of one week after the start of classes.

Between initial communication until the deadline for submission: Department chairs communicate with administrative staff to establish a procedure for faculty to submit REACH Act compliant syllabi. The syllabi for all sections of HIST 201 and POLI 201 taught are submitted and saved to a central shared drive, accessible to the APFAAP and the administrative staff.

After the start of the semester until the deadline for submission: The APFAAP monitors the shared drive for submissions. The shared drive includes a spread sheet with all sections taught for the semester. The APFAAP reviews the submissions, compares to the spread sheet, and marks each section as compliant when a compliant syllabus is received. If a syllabus is submitted that is not compliant, the APFAAP communicates to the department chair that a

syllabus is not in compliance, and asks the department chair to remediate with the faculty member, making sure the faculty member understands both what the REACH Act requires, and what the institution must include in the syllabus to demonstrate compliance.

At the deadline: If any syllabi are missing, the APFAAP communicates with both the department chair and the dean that syllabi are missing and due immediately.

After the deadline: The APFAAP reviews all syllabi for the semester to ensure that they meet the CHE's guidance for demonstrating REACH Act compliance. Special care is taken with faculty who have not taught a REACH Act class before, and these sections are noted on the spread sheet which tracks compliance. If any sections are found to be out of compliance, the dean and department chair are tasked by the APFAAP with remediation of the faculty member, making sure the faculty member understands both what the REACH Act requires, and what the institution must include in the syllabus to demonstrate compliance. Once *all sections* for a semester are found to be in compliance, the APFAAP shares a link to the shared drive with the Provost for final review. This will conclude within the first 3 weeks of class for regular semesters, and 2 weeks for summer and other shortened semesters.

For example, for Fall 2022, initial email contact with the department chairs and deans occurred August 15th, 2022. Classes began August 24, 2022. REACH Act syllabi are due September 7th, 2022.

Note that this process will be followed each semester, so that the Provost can attest to the institution's compliance with the REACH Act when required. Note as well that the timelines chosen allow ample time for intervention if a faculty member's class is not in compliance. With the review process completing by the end of the third week (second week for shortened semesters), there is ample time left in the semester to ensure that students in each class read the documents as required by the REACH Act.

Appendix A: REACH Act Compliance Guidance for Faculty

REACH Act Compliance

This document summarizes the guidance that the CHE has provided through official documents and through feedback on syllabi submitted for compliance. Please provide this to faculty who are teaching courses that satisfy the REACH Act (see the text of the REACH Act below).

To ensure full compliance:

- Submit the syllabus associated with **each** section taught of **every** course that is used to satisfy the requirements of the REACH Act.
- Include the course prefix, number, section, and title on the syllabus, e.g., HIST 201 06 History of the United States from Discovery to the Present: Discovery through Reconstruction
- Clearly state the credit hours and meeting days/times for the course on the syllabus.
- Clearly list the specific documents that are required to be read in their entirety on the syllabus. This includes the specific five Federalist Papers by number, and the title of the document foundational to the African American Freedom struggle.
- **Highlight** the documents that are used to satisfy the requirements of the REACH Act.
- Redact or delete the instructor's name and other identifying information from the syllabus (email, phone number, office number).

Please then save the syllabus to the central repository, so that it can be shared with the CHE by the deadline.

Best Practices:

Include a list of required readings:

List of Course Materials and Required Readings:

As a part of the course syllabus, include a list of the texts to be used along with a specific list of the REACH Act documents to be read. Highlight the REACH Act documents.

Example:

Course Materials

Required Textbook: Ken Kollman, *The American Political System* (Core Third Edition)
3rd Edition; ISBN: 978-0-393-28358-7.

Additional required readings:

Declaration of Independence

(Textbook) Constitution

(Textbook)

Federalist Papers 10, 23, 51, 70, 85 (Textbook and

Blackboard) Emancipation Proclamation

(Blackboard)

Dr. King's Letter from Birmingham Jail (Blackboard)

Include and highlight the readings in a schedule of readings:

Schedule of Required Readings:

Within the course schedule, include a section for assigned readings that clearly lists the required documents. Highlight the REACH Act documents.

Example:

Class #	Date	Topic	Readings
19	9/29	The Constitutional Process	The Constitution (1787)
20	10/1	The Constitutional Process	The Federalist Papers, No. 1 and No. 13 (1787)
21	10/4	The Constitutional Process	Joseph Ellis, <i>The Quartet</i> , Ch. 4-5
22	10/6	The Constitutional Process	The Federalist Paper, No. 10 (1787)
23	10/8	The Constitutional Process	Joseph Ellis, <i>The Quartet</i> , Ch. 6-7

Include and highlight the readings in the learning outcomes:

Student Learning Outcomes:

Upon completion of the course the successful student will be able to:

1. Read the United States Constitution in its entirety
2. Read the Declaration of Independence in its entirety
3. Read the Emancipation Proclamation in its entirety
4. Read and identify a minimum of five essays in their entirety from the Federalist Papers including Federalist 10, 51, 70, 78, and 84
5. Read and identify one or more documents that are foundational to the African American Freedom struggle, including Frederick Douglass's July 4th Address and the Juneteenth Proclamation

Text of the REACH Act:

Section 59-29-130.

(A)(1) (a) A public institution of higher learning, as defined in Section 59-103-5, that offers classes which may fulfill general education or liberal arts requirements shall require each undergraduate student, except a student eligible for the exemption provided in item (2), to complete no fewer than three semester credit hours or their equivalent in American history, American government, or another equivalent course of instruction that provides a comprehensive overview of the major events and turning points of American history and government which includes, at a minimum, reading:

- (i) the United States Constitution in its entirety;
- (ii) the Declaration of Independence in its entirety;
- (iii) the Emancipation Proclamation in its entirety;
- (iv) a minimum of five essays in their entirety from the Federalist Papers as selected by an instructor; and
- (v) one or more documents that are foundational to the African American Freedom struggle.

(b) No public institution of higher learning may grant a certificate of graduation for a baccalaureate degree program to a student unless he successfully completes the requirements of this subsection.

(2) A public institution of higher learning may exempt a student who has completed three semester credit hours, or their equivalent, in an Advanced Placement, International Baccalaureate (IB), or dual-credit course with a passing grade in the subject of American government or American history, provided the completed three semester credit hours, or their equivalent, in an Advanced Placement, International Baccalaureate, or dual-credit course must satisfy the requirements of item (1).

(B) The board of trustees of a public institution of higher learning shall ensure that the requirements of this section are incorporated into the degree requirements of all undergraduate degree programs in a manner that does not:

- (1) add to the total number of credit hours for any degree; and
- (2) conflict with any school accreditation process.

(C) The Commission on Higher Education shall ensure the compliance of each public institution of higher learning with all provisions of this section. The commission annually shall collect information necessary to ensure that a public institution of higher learning is in compliance with this section. This information annually must be reported to the Chairman of the House of Representatives Ways and Means Committee, the Chairman of the House of Representatives Education and Public Works Committee, the Chairman of the Senate Finance Committee, and the Chairman of the Senate Education Committee.”

Effective for all Freshman starting Fall 2021.

College of Charleston

REACH Act Compliance Process

- 2 weeks prior to the start of the term in question, the department chair/program director overseeing “founding documents” courses offered in the approaching term will review the syllabi for each section to verify that the required Founding Documents (see page 1 of “REACH Act Policy Approved” are included/specified. Such verification means that there is no doubt about the inclusion of the 5 specified documents.
- Following the verification by the department chair/program director, the dean will also review the syllabi in question to verify that the required Founding Documents will be covered “in their entirety.”
- If the chair/program director and/or the dean determines that any of the required content is missing, they will inform the professor(s) immediately and coordinate the inclusion of the missing content so it is reflected in the syllabi AND confirmed as being offered in the course. This coordination will take place prior to the start of classes, but if not possible by that time, then no later than 7 days following the start of the semester.
- By February 1, the College of Charleston’s Office of the Provost will submit a letter to CHE certifying compliance for the academic year in question, to include both the prior fall and the coinciding spring semesters. For summer sessions, the Office of the Provost will submit such a letter by August 31.

FMU REACH Act compliance review process

1. Political Science 101 and 103 contain the required subject matter and reading requirements of the REACH Act and one or the other are part of the General Education requirements for all undergraduate degrees.
2. Within the first 2 weeks of each semester, syllabi for all sections of Political Science 101 and 103 will be submitted to the Provost's office for review.
3. A member of the Provost's office staff will review all Political Science syllabi for compliance with the REACH Act and all syllabi will be saved as electronic copies and filed.
4. Should a syllabus be found to be non-compliant a report will be sent to the chair of the Political Science Department describing the deficiency and an updated syllabus will be requested for resubmission within 7 days. Any deficiency in the syllabus and/or course will be fixed at this time. The syllabus will be reviewed again for compliance upon resubmission.
5. By week 4 of each semester the Provost will be assured that all sections of Political Science 101 and 103 are in compliance with the REACH Act.
6. All syllabi of Political Science 101 and 103 will be filed in the Provost's office and be available should CHE request a copy.
7. By June 30 of each year, FMU will send a letter to CHE signed by the Provost or President verifying the results of the REACH Act review process for the prior year and including a list of all courses (course number, section number, title and term taught) that include the REACH Act requirements. Any sections taught by a new instructor will be highlighted.

Lander University's REACH Act Compliance Procedure

Objective

Lander University is committed to full compliance with the REACH Act. The language below explains the steps that the University has taken to continue to maintain compliance.

Standardization Methods

First, Lander University uses HIST 111: U.S. History to 1877 and POLS 101: American National Government as REACH Act courses. These courses are widely taught by institutions across South Carolina and have also been designated as REACH Act courses by the S.C. Technical College System.

Second, Lander University's College of Behavioral and Social Sciences has adopted a standardized template for all course syllabi beginning Fall 2022. For HIST 111 and POLS 101, the syllabus templates include explanatory language about the REACH Act and specific documents that will be read in their entirety.

Third, Lander's full-time faculty in both History and Political Science have chosen to standardize the documents that involve choices by instructors, namely 5 essays from The Federalist Papers as well as a document that is foundation to the African American freedom struggle. Therefore, conformity exists across all HIST 111 courses and across all POLS 101 courses.

Fourth, syllabi of REACH Act courses are reviewed each semester by the relevant Department Chair as well as the Dean, College of Behavioral & Social Sciences. Two reviews during each academic term will ensure that Lander's full- and part-time faculty remain in compliance with the REACH Act.

Lander University's processes

By the **first day of class for each academic term**, the relevant Department Chair will review all syllabi of courses associated with the REACH Act in the department. If any modifications are needed, they will have been communicated to the instructor so that no content is missing during the academic term. By the end of the first week of classes, approved syllabi will be provided to the Dean, College of Behavioral & Social Sciences.

By **Sept. 1, Feb. 1, and June 1**, the Dean will review these syllabi and store them in the College's files. In the event that any modifications are required, the Dean will relay this information to the Department Chair and the instructor so that all content is covered during that term.

By **June 15**, the Dean will provide a letter to the Provost with the complete list of courses and their associated instructors offered in the prior academic year that satisfy REACH Act requirements.

By **June 30**, the Provost will provide a letter, signed by the Provost or President, to the S.C. Commission of Higher Education (CHE) verifying the results of the review process for the prior academic year. All course info (course number, section number, course title, and term) and instructor info will be included.

After hearing back from CHE staff by **July 15** on which courses were randomly selected for review, the Provost will submit the syllabi for the random set as well as for each section taught by a new instructor by **July 31**.



Transforming Lives. Inspiring Greatness.
Office of the Provost

**South Carolina State University
REACH ACT Compliance/Review Process**

Core Process	1	Compliance with the following mandate: All high schools, colleges, and universities in this State that is sustained or in any manner supported by public funds shall give instruction in the essentials of the United States Constitution, the Declaration of Independence, and the Federalist Papers, including the study of and devotion to American institutions and ideals, and no student in any such school, college, or university may receive a certificate of graduation without previously passing a satisfactory examination upon the provisions and principles of the United States Constitution, the Declaration of Independence, and the Federalist Papers.	
Sub-Process	1.2	Act 26, known as the Reinforcing College Education on America’s Constitutional Heritage Act (REACH ACT) requires undergraduate students of South Carolina public institutions of higher learning to complete a three-hour course in compliance with the REACH Act	
Objective/Summary	Students, at a minimum, will read in their entirety the following founding documents: The United States Constitution, the Declaration of Independence, The Emancipation Proclamation, Five (5) Federalist Papers, and One or more documents foundational to the African American Struggle		
Frequency/Timeline/Due date for REACH ACT courses	Start of Every Semester (First week)		
Responsible Department for oversight of REACH ACT courses (course assignments)	Department of Social Sciences	Title of Process owner: Dr. Benedict Jua	South Carolina State University
REACH ACT course prepared by:	Lecturer/Professor	Reviewed by:	Chair of the Department of Social Science

			Department Chairperson for compliance	
The original date of the submitted REACH ACT course syllabus	REACH ACT Course syllabus review for compliance		Revision date(s) to ensure up-to-date course syllabus	
1	REACH ACT Compliance Review by:	Position title or Academic Area	REACH ACT Course Review for:	Data source
2	Assigned Faculty to REACH ACT Course	Faculty	<ul style="list-style-type: none"> Major Events Turning points of American History & Government 	Course Syllabus
3	Department Chair	Department of Social Sciences, Chair	<ul style="list-style-type: none"> Founding documents as prescribed in the REACH ACT policy Review and approve each submitted REACH ACT course syllabus submitted by the faculty 	REACH ACT policy
4	Dean, College of Education, Humanities, & Social Sciences	College of Education, Humanities, & Social Sciences, Dean	<ul style="list-style-type: none"> Founding documents as prescribed in the REACH ACT policy Review and approve each submitted REACH ACT course syllabus submitted by the Chair 	REACH ACT policy

	Provost & Vice President for Academic Affairs	Division of Academic Affairs	<ul style="list-style-type: none"> • Founding documents as prescribed in the REACH ACT policy • Review and approve each submitted REACH ACT course syllabus submitted by the Dean 	REACH ACT Policy
6	Register Students for the REACH ACT course(s)	<ul style="list-style-type: none"> • Academic Departments/Faculty Advisors • Office of Student Success & Retention 	<ul style="list-style-type: none"> • Each Faculty Advisor will ensure students are assigned a REACH ACT course during academic advisement sessions 	University policy REACH ACT policy
7	Curriculum updates to add REACH ACT courses	<ul style="list-style-type: none"> • Academic Departments 	<ul style="list-style-type: none"> • All curriculums will be updated to reflect REACH ACT mandated course(s) 	SC State Academic Regulation



September 30, 2022

Dr. Miriam Dittman
1122 Lady St, Ste 400
Columbia, SC 29201

Dear Dr. Dittman:

On behalf of The Citadel, I am pleased to certify that LDRS 202 -*Principled Leadership in American Government and Society* meets the requirements of South Carolina's Reinforcing College Education on American's Constitutional Heritage [REACH] Act. In compliance with the REACH Act, LDRS 202 is integrated into the College's core general education program of study beginning with the entering class of AY 2021-22. As such, the course does not increase the credit hour requirements of any majors offered at The Citadel. All undergraduate students must satisfy this course requirement in order to graduate from The Citadel. The course description is provided below.

LDRS 202 Principled Leadership in American Government and Society Course Description

An interdisciplinary examination of civic leadership and ethics in America from the founding of the country to the present. The course will consider the basic frameworks of Citizen-leadership through the creation and implementation of central documents of governance. Students will explore the leadership process and principled leadership through case studies of American leaders who defend and advance America's fundamental principles amidst the needs of changing times. This course is a graded, three-credit hour course.

Source: The Citadel 2022-2023 SCCC Catalog

The review process to ensure that each course section offered that is intended to meet the requirements of the REACH Act is in full compliance with the requirements of statute Section 59-29-120 is as follows.

Date	Step in the Review Process	Responsible party
August 15-21	LDRS 202 faculty are convened and the elements of compliance are discussed	Dr. Tracey Sigler, Department Head of Leadership Studies
September 1	All LDRS 202 syllabi are reviewed for compliance with the REACH Act	Dr. Joelle Neulander, Department Head of History Dr. DuBose Kapeluck, Department Head of Political Science
September 10	All LDRS 202 syllabi are on file in the Leadership Studies Department	Dr. Tracey Sigler, Department Head of Leadership Studies
September 15	Syllabi submitted to Office of Accreditation and Assessment	Dr. Karin Roof, Director of Accreditation and Assessment
September 28	Provost briefed on compliance and letter is signed	Dr. Sally Selden, Provost and Dean of the College
September 30	Letter Submitted to CHE	Dr. Karin Roof, Director of Accreditation and Assessment

Office of the Provost and Dean of the College

171 Moultrie Street, Charleston, SC 29409 | (843) 953-5007 | FAX 843-953-5287 | www.citadel.edu

Dr. Miriam Dittman
September 30, 2022
Page 2

We believe that studying America's leaders provides lessons of experience that will enhance our students' understanding of the process by which they may influence others to achieve common objectives in a manner that abides with The Citadel's core values of honor, duty, and respect. The promise of America's quest to become "a more perfect union" inspires each generation of Citadel graduates to carry the torch of freedom forward.

Sincerely,

A handwritten signature in black ink, appearing to read "Sally Selden". The signature is fluid and cursive, with the first name "Sally" and last name "Selden" clearly distinguishable.

Brigadier General Sally Selden, Ph.D., SPHR
Provost and Dean of the College.

SS/KR/cd

SOUTH CAROLINA STATE UNIVERSITY
 JUNIOR STATUS REPORT
 (Required at Completion of 90 semester hours)

Name _____ ID# _____

Department _____ Major _____

Curriculum Year Followed _____ Hours Completed _____

COURSES CURRENTLY ENROLLED:

	Required	Elective	Lowest Grade Accepted
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____

COURSES NEEDED TO COMPLETE CURRICULUM

	Required	Elective	Lowest Grade Accepted
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____

TO: South Carolina Commission on Higher Education
THROUGH: Daren Timmons, Provost and Vice Chancellor for Academic Affairs
FROM: Elizabeth A. Georgian, Chair of the Department of History, Political Science, and
Philosophy
DATE: 30 September 2022
SUBJECT: USCA REACH Act Compliance Policy

Existing Status of the REACH Act at USCA

Summary of REACH Policy at USCA

The policy of the Department of History, Political Science, and Philosophy (supported by the USCA administration) requires that the following documents be assigned, in their entirety, and assessed, in every section of the American Political Institutions Courses¹—United States History to 1865 (HIST A201), United States History from 1865 (HIST A202), and American National Government (POLI A201). This policy meets and exceeds the requirement of the REACH Act.

Required Documents as assigned by USCA

- The Declaration of Independence
- The United States Constitution
- Five Federalist Papers, typically no. 10, 39, 51, 54, and 78
- The Emancipation Proclamation
- Two documents foundational to the African American Struggle, typically: Fannie Lou Hamer, “Testimony Before the Credentials Committee” and MLK Jr, “Letter from Birmingham Jail.”

Implementation

Tenured and tenure track faculty specializing in the history of these specific documents created 5 Founding Document folders:² The Declaration of Independence, The United States Constitution, The Federalist Papers (no. 10, 39, 51, 54, and 78), The Emancipation Proclamation, and The African American Struggle (Fannie Lou Hamer, Testimony... and MLK Jr., Letter from Birmingham Jail).

In each folder, students:

- 1) Read an overview of the document(s) in the folder, which places the document(s) in their historical context, summarize the key points, and lists their relationships to other founding documents.
- 2) Read the document(s) in their entirety
- 3) Watch a video lecture(s) in which the faculty member expands on the historical and political significance of the documents(s)
- 4) Take a quiz on the document(s), with a requirement to earn an 80% or better.

These FD folders are deployed through Blackboard, within each individual course section.

These materials were created by faculty off-contract and remain the intellectual property of the individual faculty. They are shared with current USCA API teaching colleagues only, as a professional courtesy. Should the creator of some or

¹ Hereafter, API courses. These courses are 3 credit hours each.

² Hereafter, FD folders

all of a FD folder leave USCA or withdraw their consent to the use of these materials, USCA will need to create alternative materials and/or develop an alternative approach to REACH Act compliance.

Implementation in Part-Time/Adjunct Taught Sections

Part-Time/Adjunct Faculty must assign all 5 FD folders, and students must earn an 80% or higher on all five quizzes to pass the class. Faculty are free to supplement the coverage of the documents in other aspects of the course and to require additional assessment related to one or more documents.

Faculty must use the department provided syllabus section to clearly communicate to students 1) the purpose of this requirement and 2) how/where the individual documents will be assigned, explained (taught), and assessed.

Implementation in Full-Time Faculty Taught Sections

Full-Time Faculty are responsible for ensuring that all students read and pass an assessment of their understanding of all the required documents. They may use all 5 FD folders, or could assign, teach, and alternatively assess, one or more documents in another way (for example, by lecturing on the Declaration of Independence in class and then assigning an essay about the document). The Declaration, of Independence, the United States Constitution, and the Emancipation Proclamation must be assigned; full-time faculty are free to choose which of the 5 Federalist Papers they assign and which document(s) Foundational to the African American Struggle they assign, provide these 6 documents are assigned in their entirety, are taught, and are assessed.

Faculty must use the department provided syllabus section to clearly communicate to students 1) the purpose of this requirement and 2) how/where the individual documents will be assigned, explained (taught), and assessed.

Sample implementation of the REACH Act Syllabus section

Note that the only deviation from this example that is acceptable is the indication of where in the course the materials may be assigned, explained, and assessed and (in the case of full-time faculty only, which of the 5 Federalist Papers and one or more foundational African American Struggle documents are selected). This sample is from the department chair's Fall 2022 online section of HIST A202.

Founding Documents

This course meets the requirements of the SC REACH Act of 2021. According to state law, the following documents must be read in their entirety, in the context of a 3 credit American History or American Government course by students in all degree programs; per state law, you may not graduate from this or any other South Carolina public institution of higher education without satisfying this requirement.

In the Founding Document area of the course, you will find a folder for each set of documents (abbreviated FD Folder). Each folder contains an overview of the document, the document(s) in

their entirety, and a video lecture by a USCA history or political science professor related to the document(s).

In this course the documents will be assigned, read, and explained in the following parts of the course:

Document(s)	Assigned	Explained	Assessed
The Declaration of Independence	FD Folder 1	• FD Folder 1	• FD quiz #1
The United State Constitution	FD Folder 2	• FD Folder 2 • Module 2	• FD quiz #2 • Midterm exam* • Final exam*
Federalist Papers no. 10, 39, 51, 54, 78	FD Folder 3	• FD Folder 3	• FD quiz #3
The Emancipation Proclamation	FD Folder 4	• FD Folder 4 • Module 1	• FD quiz #4 • Midterm exam*
African American Freedom Struggle • Fannie Lou Hamer, Testimony... • MLK Jr., Letter from Birmingham Jail	FD Folder 5	• FD Folder 5 • Module 11	• FD quiz #5 • Final Exam*

To pass this class, students must earn an 80% or higher on each of the required founding document quizzes. You may retake each quiz as often as you need to as long as you complete them by the deadline listed on your course schedule. After this time, the quizzes will no longer be available and you will not be able to pass this class.

*Depending on the version of the midterm and final exam you take, the tests may or may not additionally assess your understanding of these documents.

USCA History of Compliance

In its March 31, 2022 memo, the CHE chose to “commend the University of South Carolina-Aiken for their clear and thorough approach to the REACH Act requirements.” The only minor challenge we experienced was reminding faculty the very first semester that they need to itemize the Federalist Papers and African American Struggle documents in their syllabus chart; as the specific documents had been assigned, this issue was easily corrected immediately and had no impact on students.

The remaining challenge is what to do with students who transfer into USCA from what we call non-REACH Compliant Institutions,³ having already earned credit in an API. We seek CHE clarification about whether a waiver might be granted for students who have already taken a non-REACH Act Compliant course elsewhere or whether those students should take a second API course at USCA as an elective, or to fulfill another general education, minor/cognate, or major requirement.

³ That is, students who earned credit at a private institution, an institution outside of South Carolina, and/or a South Carolina public institution who was not in compliance with the REACH Act.

To date, no USCA student has failed an API course solely due to their failure to satisfy the REACH Act component of the course, in large part due to a well-structured curriculum and efforts by faculty to encourage students to complete the required assignments in a timely matter.

USCA Proposed Review Process

Responsibilities

The Chair of the Department of History, Political Science, and Philosophy will be primarily tasked with ensuring that all USCA taught API courses are REACH Act Compliant, under the authority of the Provost and Executive Vice Chancellor for Academic Affairs.

The Provost and Executive Vice Chancellor for Academic Affairs will be responsible (delegated to the Registrar) for notifying students who have already received credit for a non-REACH Act compliant API course, and their advisors, that they must either 1) retake the course or 2) take another API course at USCA. The Provost and Executive Vice Chancellor for Academic Affairs will be responsible (delegated to the Registrar) for will be responsible for reminding individual students and advisors each semester and furnishing this information through transcripts and/or degree works, that their transfer credit does not fulfill the REACH Act requirement.

Schedule

Each term (Fall, Spring, Maymester, Summer I, and Summer II), each faculty teaching one or more API Section(s) must submit to the Chair of the Department of History, Political Science, and Philosophy their syllabus at least three business days before the beginning of the term. The chair will review and approve the REACH Act components of the syllabus to ensure compliance with the REACH Act and that portion of the department policies and communicate that approval to the faculty.

In the event that the chair is unavailable before the start of term, or that a syllabus is provided late, and the syllabus is later determined not to be REACH Act compliant, the faculty member will be required to address the deficiencies by deploying the relevant FD folders in Blackboard and sending a revised syllabus to the students.

In the extremely unlikely event that an API course is taught in its entirety at USCA without being REACH Act compliant, it will be the responsibility of the Provost and Executive Vice Chancellor of Academic Affairs, delegated to the Registrar, to enroll all students who received credit for the course and have not already taken a REACH Act compliant API course, in a non-credit bearing course, where they complete all five of the Founding Document folders earning at least an 80% on each quiz, at no charge to the student(s).

By **January 30th**, the Registrar will submit to the Provost and Executive Vice Chancellor of Academic Affairs and the Chair of the Department of History, Political Science, and Philosophy a list of all API courses taught in the past year⁴—broken out by semester, course, section, and faculty member, via the REACH Act Teams folder or some other form of file sharing.

⁴ Past year shall be defined as the previous Maymester, Summer I, Summer II, and Fall terms and the current Spring term.

By **March 30th**, the Chair of the Department of History, Political Science, and Philosophy will ensure that the Provost and Executive Vice Chancellor of Academic Affairs is in possession of all API syllabi for the past year,⁵ via the REACH Act Teams folder or some other means of file sharing.

By **June 30th**, the Provost and Executive Vice Chancellor for Academic Affairs will provide the CHE with the required letter.⁶

By **July 30th**, the Provost and Executive Vice Chancellor for Academic Affairs will submit to the CHE all API syllabi requested by the CHE on or before July 15th.⁷


Should the CHE identify any issues with the syllabi as they pertain to REACH Act compliance, it will be the responsibility of the Provost and Executive Vice Chancellor for Academic Affairs, with the assistance of other USCA faculty and staff as needed, to implement the above-described remedies. While it is unlikely, problems that persist for more than one year with a particular faculty member will trigger a review of their job performance; problems that persist more than one year more broadly will trigger a review of this process.

⁵ Past year shall be defined as the previous Maymester, Summer I, Summer II, and Fall terms and the current Spring term.

⁶ Per the CHE's 8/25/2022 memo, "Annually, by June 30, institutions will provide a letter, signed by the Provost or President, to the CHE verifying the results of the review process for the prior academic year, along with a complete list of courses offered in the prior academic year that satisfy the REACH Act requirements. The list will contain the course number, section number, course title, and term. In addition, institutions shall mark sections taught by an instructor who did not teach a REACH Act course in any prior review (hereafter 'new instructor')." "

⁷ With the REACH Act portion of each syllabi highlighted in yellow.



Date: September 28, 2022
To: Mariam Dittman, Ph.D.
Director, Office of Academic Affairs and Licensing
SC Commission on Higher Education
From: Eric Skipper, Ph.D. 
Provost & Executive Vice Chancellor for Academic Affairs
Re: REACH Act Compliance

Dr. Dittman,

The University of South Carolina Beaufort (USCB) has developed a review process to ensure that every section of each course identified for REACH Act compliance contains the required readings as outlined in Act 26 of 2021 REACH Act, including a timeline and the key personnel who will ensure compliance at each step.

USCB REACH Act Compliance Process

1. In consultation with faculty from history, political science, and University 101, the chair for the Department of Humanities and Social Sciences will identify which courses will be REACH Act-designated and keep the USCB Registrar informed of any changes or updates.
2. As the schedule for each upcoming semester is being planned out, the chair for the Department of Humanities and Social Sciences will ensure that there will be multiple course offerings across various disciplines (i.e., History, Political Science, University 101) that meet the REACH Act requirements.
3. The chair for the Department of Humanities and Social Sciences will ensure that all instructors teaching REACH Act-identified courses have reviewed the most recent CHE-issued REACH Act requirements before they begin to design their course and syllabi.
4. The chair for the Department of Humanities and Social Sciences will collect and review the syllabi for all REACH Act-designated courses by the end of the second week of each semester, verifying the list of scheduled reading assignments and the instructions outlining the need for those readings to be explored in their entirety. The chair will follow up with instructors, as needed.
5. The chair for the Department of Humanities and Social Sciences, along with the coordinators for the History program and the University 101 program will plan and host a Constitution Day event for USCB students in the second half of September.
6. The chair for the Department of Humanities and Social Sciences will submit a summary of the REACH Act-designated courses each semester with their associated enrollment (both raw numbers and percentage of total USCB enrollment that semester), along with a verification of their syllabi review, the USCB Executive Vice Chancellor of Academic Affairs and the USCB Associate Vice Chancellor of Academic Affairs by September 30th each Fall semester and January 30 for Spring semester.
7. The Associate Vice Chancellor of Academic Affairs will use the report submitted by the chair for the Department of Humanities and Social Sciences to draft the annual certification letter to the CHE.

REACH Act Compliance Process
University of South Carolina Columbia and Palmetto College Campuses
(USC Lancaster, USC Salkehatchie, USC Sumter, and USC Union)

1. The Director of Academic Programs and eLearning will maintain a tracking document listing all sections of courses approved by the University as meeting the REACH Act requirements for the Columbia and Palmetto College Campuses offered each semester.
2. By no later than the first day of classes each semester, the Director of Academic Programs and eLearning will send a request for syllabi for all sections offered that semester of courses meeting the REACH Act requirements for the Columbia and Palmetto College Campuses. The request will be sent to program directors/department chairs for the Columbia campus and to the Academic Affairs coordinator and Associate Provost for Palmetto College campuses. The deadline for submitting these syllabi will be the end of the second week of each term.
3. Within one month of receipt of the syllabi, the Director of Academic Programs and eLearning and her staff will review all syllabi for compliance to ensure that every course section contains the required readings.
4. If issues of non-compliance arise, the Director of Academic Programs and eLearning will work with faculty and program directors/department chairs for the Columbia campus and with the Academic Affairs coordinator and Associate Provost for Palmetto College campuses to address any missing content, so corrections are implemented during the same semester. Any corrections needed must be submitted and implemented within two weeks of faculty being notified of the issue(s) by the Director of Academic Programs and eLearning. If corrections are not made in a timely manner, the Director may escalate the issue to the attention of the College Dean and Vice Provost and Dean of Undergraduate Studies for Columbia course sections or Associate Provost for Palmetto College for Palmetto College course sections as applicable.
5. The Director of Academic Programs and eLearning will report the results of this compliance review to the Vice Provost and Dean of Undergraduate Studies and the Provost by the end of each semester.
6. Annually, the University will provide a letter, signed by the Provost, to CHE verifying the results of the University's review process and identifying any noncompliant sections and the plan to provide any missing content identified. A complete list of courses offered that satisfy the REACH Act requirements will be attached to this letter. The University will also notify CHE of any curriculum changes made to REACH Act approved courses in this letter.
7. The University will provide the syllabi for any courses selected by CHE for review and for each section taught by a new instructor.

USC Upstate REACH Act Compliance Procedure

Definition of key terms:

1. **Course Coordinator:** The Course Coordinator is the faculty member for each REACH course assigned to ensure that all sections of a given course are reviewed for REACH compliance regardless of whether they are taught by full-time or contingent faculty. The Course Coordinator will be a full-time faculty member at the rank of instructor or higher.
2. **Instructor of Record:** The faculty member teaching any section of any REACH course.
3. **Provost and Executive Vice Chancellor for Academic Affairs:** The chief academic officer at USC Upstate. The Provost is responsible for the final audit of courses and submission of the compliance report to the CHE.
4. **REACH Compliance Coordinator (RCC):** The individual assigned to initially review all REACH syllabi for compliance with the REACH Act. Normally, the Coordinator will be the chair of the Department of History, Political Science, Philosophy, and American Studies (HPPA), since this is the locus of all current REACH courses. Should REACH courses be developed outside of HPPA, the Provost may consider appointing a REACH Compliance Coordinator from a different department. The RCC is responsible for ensuring that any syllabus addenda necessary to bring a course into REACH compliance occur.
5. **Supervising Dean:** The Supervising Dean, chosen by the Provost concerning the distribution of REACH courses by college, by year, will audit courses received from the REACH Compliance Coordinator to ensure that all sections of every designated REACH course assign all required documents in their entirety. The Supervising Dean under the current REACH course configuration at USC Upstate would be the Dean of the College of Arts, Humanities, and Social Sciences.

Implementation Timeline: Dates listed below are deadlines. Should the academic year begin later or earlier than usual for an unforeseen reason, the Provost may, in consultation with the CHE, amend the timeline as appropriate.

August 31: All REACH syllabi for the fall semester must be turned in to the Course Coordinator. Syllabi are due on this date regardless of the portion of the fall term when the course is scheduled.

September 10: The Course Coordinator will audit the syllabus for each section of the course for REACH ACT compliance. For any syllabus found out of compliance, the Course Coordinator will, in consultation with the Instructor of Record, recommend changes in the syllabus to bring the course into REACH compliance. The Course Coordinator will make the RCC aware of any changes they view as substantive enough to warrant immediate review.

September 15: All REACH syllabi for the fall semester must be turned in to the RCC.

September 20: The RCC will consult with the Course Coordinator to determine what syllabus changes, if any, were recommended. The RCC will also repeat the syllabus auditing process, checking for both REACH

compliance and ensuring that changes recommended by the Course Coordinator were implemented. The RCC will require that syllabi be brought into compliance with the REACH Act.

September 30: All REACH syllabi for the fall semester must be turned in to the Supervising Dean.

October 15: The Supervising Dean will repeat the syllabus audit, consulting with the RCC on any compliance questions. For any syllabi found out of compliance, the Supervising Dean will work with the RCC to develop compliant language that can be used as an addendum to the syllabus in such a way that ensures that REACH requirements are met by the close of the semester.

October 20: The Supervising Dean will notify the Provost as to the compliance status of all REACH syllabi.

October 30: The Provost will take any necessary steps not yet taken to bring syllabi into compliance and to require an addendum that will enable REACH requirements to be met by the conclusion of the semester.

December 1: Any REACH syllabi for winter term courses are due directly to the RCC for expedited review. The RCC will require any necessary changes in course syllabi to make them REACH compliant.

December 15: The RCC will inform the Supervising Dean and the Provost that all winter courses are REACH compliant.

January 15: All REACH syllabi for the spring semester must be turned in to the Course Coordinator. Syllabi are due on this date regardless of the portion of the spring term when the course is scheduled.

January 25: The Course Coordinator will audit the syllabus for each section of the course for REACH Act compliance. For any syllabus found out of compliance, the Course Coordinator will, in consultation with the Instructor of Record, recommend changes in the syllabus to bring the course into REACH compliance. The Course Coordinator will make the RCC aware of any changes they view as substantive enough to warrant immediate review.

February 1: All REACH syllabi for the spring semester must be turned in to the RCC.

February 10: The RCC will consult with the Course Coordinator to determine what syllabus changes, if any, were recommended. The RCC will also repeat the syllabus auditing process, checking for both REACH compliance and ensuring that changes recommended by the Course Coordinator were implemented. The RCC will require that syllabi be brought into compliance with the REACH Act.

February 20: All REACH syllabi for the spring semester must be turned in to the Supervising Dean.

March 15: The Supervising Dean will repeat the syllabus audit, consulting with the RCC on any compliance questions. For any syllabi found out of compliance, the Supervising Dean will work with the RCC to develop compliant language that can be used as an addendum to the syllabus in such a way that ensures that REACH requirements are met by the close of the semester.

March 25: The Supervising Dean will notify the Provost as to the compliance status of all REACH syllabi.

March 30: The Provost will take any necessary steps not yet taken to bring syllabi into compliance and to require an addendum that will enable REACH requirements to be met by the conclusion of the semester.

April 15: Any Instructor of Record who intends to offer a summer REACH course, in any term, will submit their REACH-compliant syllabus directly to the RCC for expedited review. The RCC will require any necessary changes in course syllabi to make them REACH compliant.

May 15: The Provost, Supervising Dean, and the RCC will develop a plan to provide any missing content at no additional charge to any student affected by the omission of REACH-required material.

June 30: The Provost will submit the REACH compliance letter to the CHE, including all information required by the CHE.

Ongoing: The Provost will submit, as they deem appropriate, any questions or clarification issues from the CHE to the RCC. The RCC, in consultation, will submit draft responses to the Provost, who will share these with the CHE.

Ongoing: The RCC will provide to the Provost any syllabus requested for audit including sections taught by new REACH faculty under the definition provided by the CHE.

REACH Act Compliance Policy and Procedures Winthrop University

Policy:

All Winthrop undergraduate degree recipients are required to complete a three credit hour course that meets the requirements of the SC REACH Act (add reference). Winthrop University's general education program includes a three credit hour Founding Documents requirement. Courses designated to meet this requirement must include reading in their entirety the United States Constitution, the Declaration of Independence, the Emancipation Proclamation, five (5) Federalist Papers, and one or more documents foundational to the African American Freedom Struggle.

Procedures

Course Approval

Courses designated to meet the Founding Documents requirement are regularly reviewed by the General Education Curriculum Committee as part of the regular general education course recertification process. Departments interested in offering a new course to meet the requirement will apply using the formal general education course approval process. This process includes completing the general education course inclusion form and submitting a sample syllabus.

Section Compliance Review

By the end of the first week of each semester, the department chair will review the syllabus for each section of approved courses to verify inclusion of all elements required for the Founding Documents requirement. These syllabi will be forwarded to the Assistant Provost for Curriculum and Program Support to document and verify compliance. This information will be shared with the Provost for inclusion in the annual certification letter.

Syllabi will be provided to the South Carolina Commission on Higher Education as requested by staff.

BEGIN HERE.

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will be known for bold, innovative, and sustainable practices that promote student success.*

REACH Act Compliance for SC Technical Colleges

Reinforcing College Education on America's Constitutional Heritage Act, South Carolina Act 26 of 2021, hereinafter the "REACH Act," requires undergraduate students to complete a three-credit course that incorporates prescribed reading of the United States Founding Documents. These requirements are detailed below. It is recommended technical college students who intend to transfer to any four-year SC public college complete this requirement prior to transfer.

REACH Act Courses

The purpose of this document is to be a resource for faculty teaching REACH Act courses. REACH Act requirements have been incorporated into **HIS 201** (American History: Discovery to 1877) and **PSC 201** (American Government).

REACH Act Requirements

The three-credit course must include, at a minimum, the reading of the U.S. Constitution, the Declaration of Independence, the Emancipation Proclamation, five Federalist Papers, and one document foundational to the African American Struggle; collectively known as the "Founding Documents."

Frequently Asked Questions

Are all associate degrees subject to the REACH Act requirements?

While the statute only applies to baccalaureate degrees, the SC Technical College System has designated two courses as REACH Act compliant to aid in student transfer to a four-year institution and avoid course duplication.

May an institution certify multiple courses that split the founding documents as required readings?

No. A course must include all Founding Documents within its required reading material.

Does a course need to include these subjects in discussion or modules or test students on their comprehension?

No. The REACH Act only requires students to read the listed materials in their entirety.

Which students are exempt from REACH Act foundational document reading requirements?

Students who have successfully taken and received a passing grade in an AP, IB, or dual-credit course American Government or History in high school are exempt from the requirements.

Important Contacts

Dr. Aimeé Carter

AVP, Academic Affairs
(803)896-5357

cartera@sctechsystem.edu

Kim Burkett

Academic Affairs Coordinator
(803)896-5366

burkettk@sctechsystem.edu



Sample Syllabi Statements

Option 1:

The REACH Act passed by the SC General Assembly in 2021 requires students graduating with a baccalaureate degree from an SC public college complete at least three semester credit hours that include discussion of and reading in their entirety the following documents: the Constitution, the Declaration of Independence, the Emancipation Proclamation, five Federalist Papers, and at least one document that is foundational to the African American Freedom struggle. It is recommended technical college students who intend to transfer to an SC public college complete this requirement prior to transfer. HIS 201 and PSC 201 meet the requirements of the REACH Act.

Option 2:

The REACH Act requires students completing a baccalaureate degree from an SC public college complete at least three semester credit hours that include discussion of and reading in their entirety the following documents: the Constitution, the Declaration of Independence, the Emancipation Proclamation, five Federalist Papers, and at least one document that is foundational to the African American Freedom struggle. HIS 201 and PSC 201 meet the requirements of the REACH Act and are recommended course options for students who intend to transfer to an SC public college.

REACH Act Resources Available Online

The United States Constitution

<https://www.archives.gov/founding-docs/constitution-transcript>

The Declaration of Independence

<https://www.archives.gov/founding-docs/declaration-transcript>

The Emancipation Proclamation

<https://www.archives.gov/milestone-documents/emancipation-proclamation>

The Federalist Papers

<https://guides.loc.gov/federalist-papers>

Documents that are foundational to the African American Freedom Struggle

<https://www.blackpast.org/african-american-history/primary-documents-african-american-history/>

https://powerlibrary.org/black-freedom-struggle/#.Yw4_r_HMLtM

SCTCS REACH Act Review Process

HIS 201 (American History: Discovery to 1877) and PSC 201 (American Government)

In 2021, the 16 SCTCS colleges agreed to incorporate the REACH Act requirements into HIS 201 and PSC 201 to promote transferability and avoid duplicate courses for students who enroll in a baccalaureate program at a SC public, four-year institution. To meet the requirements of the Commission on Higher Education's (CHE) REACH Act compliance policy, the SCTCS will implement the following process to review course syllabi at the 16 technical colleges.

1. The System Office will implement an annual REACH Act compliance survey for all 16 technical colleges to complete. The survey will consist of the following information:
 - a. Number of sections of HIS 201 and PSC 201 offered each semester
 - b. Number of new instructors for HIS 201 and PSC 201 and certification that each instructor was provided a copy of the REACH Act onboarding document
 - c. Submission of course syllabi (and course schedule for colleges that utilize master syllabi)
 - d. Submission of information regarding local process for ensuring compliance with REACH Act

This survey will be open annually for submissions in April for courses in the prior Summer, prior Fall, and current Spring semesters. The Associate Vice President for Academic Affairs and Academic Affairs Coordinator will review submissions throughout May and provide a summary report to the VP for Academics, Student Affairs, and Research by June 1st.

2. New HIS 201 and PSC 201 instructors will be provided an onboarding document that outlines the requirements for the REACH Act (see attachment). Requirements for the REACH Act have been added to the orientation for new Chief Academic Officers (CAO).
3. If any courses are found to be out of compliance by the System Office, colleges will be required to inform and provide missing content to students who complete the course. A REACH Act module/resource guide will be available on the SCTCS OER Hub for students to obtain the content at no additional cost.

Timeline

- April 1st – Annual survey open and submission of syllabi
- April 30th – Survey deadline
- May – Syllabi and survey response reviews; Follow up with colleges found to be out of compliance
- June 1st – Summary report due to VP for Academics, Student Affairs, and Research
- June 30th – Submission of compliance letter to CHE
- July 31st – Submission of syllabi for random sample and new instructors to CHE