

## **Division 15. Opening and Operating a Branch or Satellite Campus**

### **15.1 Branch and Satellite Campus Defined.**

- (A) A satellite campus of a law school is a location different from that originally approved where students may complete no more than one half of the total number of units required to earn a Juris Doctor Degree, or any other law degree that the law school is authorized by the Committee to offer.
- (B) A branch campus of a law school is a location different from that originally approved where students may complete more than one half of the total number of units required to earn a Juris Doctor degree or may graduate with that degree, or any other law degree that the law school is authorized by the Committee to offer.

### **15.2 Application for Provisional Approval of a Branch or Satellite Campus.**

As a major change pursuant to Rule 4.165(B), a law school must obtain the prior approval of the Committee to open a branch or satellite campus. To apply for and receive Committee approval, a law school must do the following:

- (A) No less than 180 days before the proposed first day of classes of a branch or satellite campus, the law school must notify the Committee. The notice must identify the type, location, name and proposed opening date of the new campus. The notice must include the following: a) a narrative that discusses any market research or strategic planning conducted by or on behalf of the law school of the educational need, potential enrollment and long-term viability of the new campus in the geographic location being considered; b) the projected revenues, expenditures and anticipated profit or loss at the new campus; c) the proposed management and physical resources to be allocated to the new campus; d); and it must include copies of all academic and operational documentation to be used by the staff, faculty and students at the new campus. The notice must also include a certification by the Dean of the law school that, upon its opening, the proposed campus will be in substantial compliance with all relevant academic and operational requirements as set forth in the ~~Accredited Law School Rules~~ and ~~the Guidelines for Accredited Law School Rules~~.
  - (B) No less than 120 days before the proposed first day of classes of the branch or satellite campus, the Committee must approve or deny the law school's proposal. Upon a finding to be based upon the its review and consideration of all materials and information required by subsection (A) and as provided by the law school that the proposed branch or satellite campus will be in substantial compliance with all operational and academic requirements set forth in this Division and in the Rules and Guidelines as of the date of its opening, the Committee will provide its approval pursuant to the provisions of Guideline 15.3.
  - (C) To confirm its substantial compliance with this Division, within 90 days of the first day of classes of the branch or satellite campus, the law school must submit a report that confirms the substantial compliance of the branch or satellite campus.
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### 15.3 Provisional Approval of a Branch Campus.

- (A) To receive the Committee's provisional approval, a branch campus must ~~have an open and thereafter operate with a competent dean who, as provided by Guideline 4.1(A), certifies that he or she will devote no less than forty percent of his or her time at and on issues associated directly with the provisionally-approved branch campus, a full-time administrator who is qualified under Guideline 4.1(B) and an on-site assistant registrar. The branch campus must also~~ be in substantial compliance with all relevant requirements set forth in the Accredited Law School Rules and the Guidelines for Accredited Law School Rules no later than 30 days prior to the first day of classes.
- (B) Pursuant Rules 4.105(D) and 4.160(H), an approved branch campus is considered to be provisionally approved until such time that the law school petitions the Committee and is able to demonstrate that the campus is in compliance with all accreditation standards and operational requirements found in the ~~Accredited Law School Rules and the Guidelines for Accredited Law School Rules~~.
- (C) ~~After~~Within two one years of operating as a provisionally-approved branch campus, the Committee must conduct an inspection to determine whether the branch campus is to be deemed approved, continue to be provisionally approved or denied continued provisional approval. Among the factors to be reported to the Committee following an inspection is the nature and qualifications of all students admitted, and the hiring and retention of faculty and administrators at the branch campus.

### 15.4 Branch Campus Annual Compliance Report.

The Annual Compliance Report required by Rule 4.161 must include, by separate attachment, all requested information and data relating to any approved or provisionally-approved branch campus for which the law school intends to seek approval.

Guideline 15.1, 15.2, 15.3 & 15.4 adopted, effective: March 13, 2015.