

**SUBJECT: Substantive Change**

---

**PURPOSE**

To establish a policy/procedure regarding the reporting of substantive change.

**GENERAL POLICY:**

It shall be the policy of LSU Eunice to report any substantive change to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) in accordance with Commission Policy on "[Substantive Change for SACSCOC Accredited Institutions](#)" revised January 2015. According to that policy:

**“Definition:** Substantive change is a significant modification or expansion of the nature and scope of an accredited institution. Under federal regulations, substantive change includes

- Any change in the established mission or objectives of the institution
- Any change in legal status, form of control, or ownership of the institution
- The addition of courses or programs that represent a significant departure, either in content or method of delivery, from those that were offered when the institution was last evaluated
- The addition of courses or programs of study at a degree or credential level different from that which is included in the institution’s current accreditation or reaffirmation.
- A change from clock hours to credit hours
- A substantial increase in the number of clock or credit hours awarded for successful completion of a program
- The establishment of an additional location geographically apart from the main campus at which the institution offers at least 50% of an educational program.
- The establishment of a branch campus
- Closing a program, off-campus site, branch campus or institution
- Entering into a collaborative academic arrangement that includes only the initiation of a dual or joint academic program with another institution
- Acquiring another institution or a program or location of another institution
- Adding a permanent location at a site where the institution is conducting a teach-out program for a closed institution
- Entering into a contract by which an entity not eligible for Title IV funding offers 25% or more of one or more of the accredited institution’s programs”

All questions/changes in regard to possible substantive change shall be referred to the SACSCOC Accreditation Liaison for review.

The Liaison will then consult with the appropriate vice chancellor and the Chancellor to determine course of action, if any. All notifications of substantive change must be routed through the Office of the Chancellor; copies of which will be retained by the Accreditation Liaison.