Notes on the use of this handout

- This is a preliminary version of the Substantive Change Workshop slides for the SACCR Pre-conference Workshop in Biloxi, Miss., on September 8, 2025.
- The final version you see at a workshop may slightly differ.
- Reference the current substantive change policy and related policies for the most up-to-date information.
- These slides are designed to accompany a presentation and discussion; i.e., they are not intended to stand alone. Many slides state a topic with no supporting detail; this is intentional.
- You can print these in black and white with no loss of information.

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WIFI

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KICKOFF



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PLAN FOR THE DAY

***Roughly* in this order**

- Kickoff
- Your takeaways for the day
- Scenarios / mini case studies

more…

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PLAN FOR THE DAY

***Roughly* in this order**

- Selected sub change types
- Leveraging the Institutional Portal

more…

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PLAN FOR THE DAY

***Roughly* in this order**

- Upcoming policy changes
- FAQs (yours)

more…

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New!

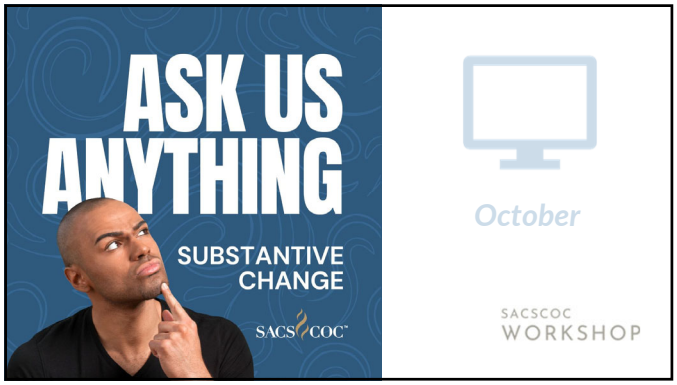
subchange@sacscoc.org

One email address for *all* substantive change inquiries and support

- ✓ Better
- ✓ Quicker
- ✓ Simpler

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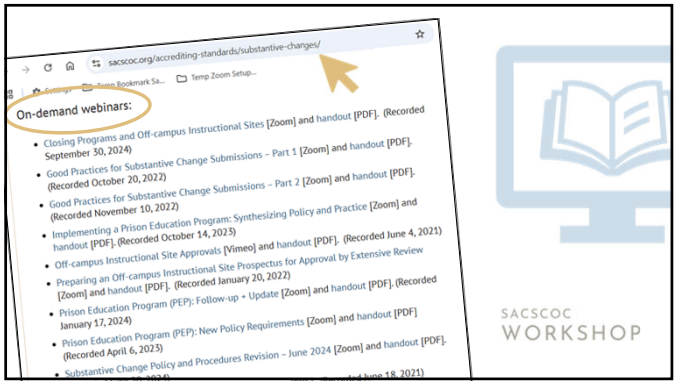
PLAN FOR THE DAY

***Roughly* in this order**

- Adjustments as needed

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What are the major substantive change challenges at your institution?

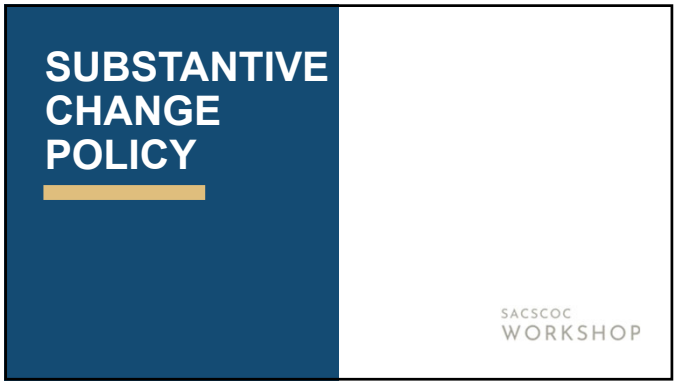
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Your One BIG Question

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And other desired takeaways

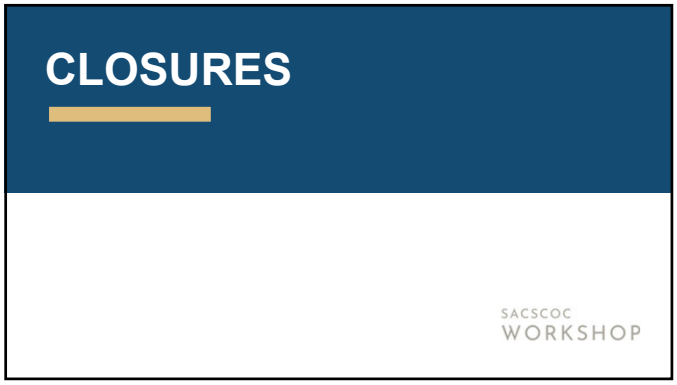
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SUBSTANTIVE CHANGE POLICY
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SIGNIFICANT DEPARTURE
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CLOSURES
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TIPS + SUGGESTIONS

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Scenario 1

You, the liaison, hear through the grapevine that a dean is announcing a new degree program tomorrow.

What are the critical questions to ask today and why?

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Scenario 2

Your institution is adding a master's degree in biology to complement your existing baccalaureate degree in biology. The dean says there is no new content. *(more…)*

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He states: "We're just converting the B.S. courses to M.S. courses. Same topics, just now at the master's level. This isn't an issue for accreditation, is it?"

How do you respond?

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COOPERATIVE ACADEMIC ARRANGEMENTS

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Scenario 3

After months of talks, your institution has decided to contract with an entity to deliver courses for a for-credit certificate. What are the substantive change implications to unpack?

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DUAL AND JOINT ACADEMIC AWARDS

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Scenario 4

Your criminal justice chair and the law school dean have a great idea: let exceptional undergraduates complete the first three years of the undergraduate degree and then start law school. *(more…)*

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After completing the first year of law school, graduate credits will transfer to the undergraduate criminal justice degree and the baccalaureate degree will be awarded. This can eliminate one year from the time-to-completion and could be an effective retention and completion strategy. *(more…)*

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What questions would you ask?

What are the potential substantive change implications?

How would you advise?

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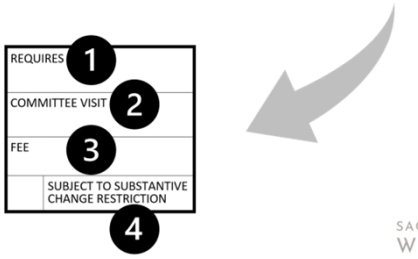
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TIPS + SUGGESTIONS

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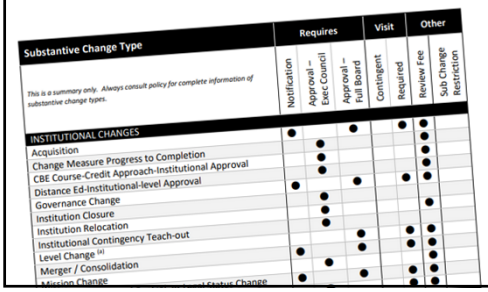
Don't overlook the policy's tools:



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Don't overlook the policy's tools:



Substantive Change Type	Requires			Visit		Other	
This is a summary only. Always consult policy for complete information of substantive change types.	Notification	Approval – Exec Council	Approval – Full Board	Contingent	Required	Review Fee	Sub Change Restriction
INSTITUTIONAL CHANGES							
Acquisition	●		●		●	●	
Change Measure Progress to Completion		●				●	
CBE Course-Credit Approach-Institutional Approval		●				●	
Distance Ed-Institutional-level Approval		●				●	
Governance Change	●		●		●	●	
Institution Closure		●				●	
Institution Relocation		●					
Institutional Contingency Teach-out		●					
Level Change [a]			●		●	●	
Merger / Consolidation	●				●	●	
Mission Change	●	●			●	●	

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Scenario 5

Your MBA students take 100% of their program at corporate office sites. No courses are offered on-campus. Students take 25% of the program at each of four corporate sites.
(more…)

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Although 100% of the program is earned off-campus, you have no approved off-campus instructional sites.

Is your institution out of compliance with the substantive change policy?

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OCIS APPROVAL BY EXTENSIVE REVIEW

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OCIS APPROVAL BY LIMITED REVIEW

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Scenario 6

You offer your courses at a local high school as part of your dual enrollment program. Students may complete, at most, 40% of the A.S. degree program. Site approval, therefore, is not required.

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True?
False?
It depends?

¯_(ツ)_/¯

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SUBSTANTIVE CHANGE RESTRICTION

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TIPS + SUGGESTIONS

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POLICY REVISIONS

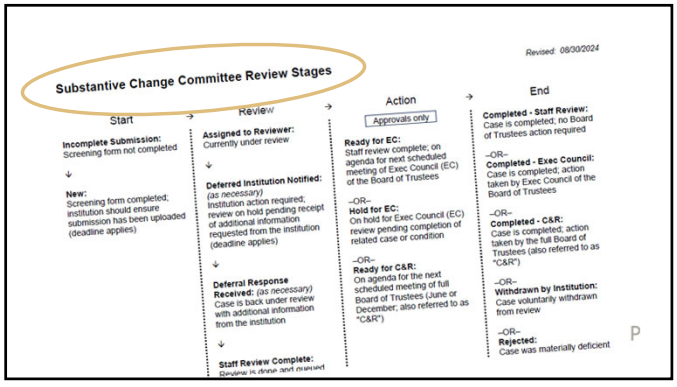
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INSTITUTIONAL PORTAL FOR SUBMITTING AND MONITORING

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YOUR FAQs / DISCUSSION

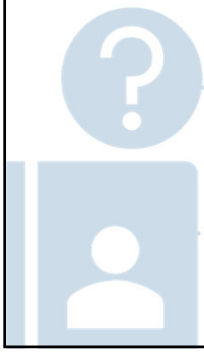


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Your One
BIG
Question

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