



**POLICY STATEMENT**

**NO. 2.34.00**

**COORDINATED BY:** Office of Academic Affairs

**EFFECTIVE:** December 01, 2020

**PUBLISHED ONLINE AT:**

<https://www.lsus.edu/offices-and-services/policies-and-manuals/policy-statements>

**SUBJECT: REPRESENTATION OF LSU SHREVEPORT TO ACCREDITING AGENCIES AND NOTIFICATION OF ACCREDITATION STATUS CHANGES**

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**I. PURPOSE**

The purpose of this policy is to ensure that LSU Shreveport is represented accurately and consistently to the U.S. Department of Education, and to all accrediting agencies as well as external constituencies. Additionally, it provides for a process in which internal parties and accrediting agencies are notified of accreditation status and accreditation candidacy changes.

**II. OPERATING PROCEDURES**

In order to be consistent with the SACSCOC Policy 14.4 and with the Louisiana Board of Regents Academic Affairs Policy 2.13 (Program Accreditation), any academic program at LSUS seeking specific programmatic accreditation, or any U.S. Department of Education accreditation, must follow the steps outlined below:

1. When describing the University's mission, the mission and commitment statements are to be taken from the Office of Institutional Effectiveness webpage: <https://www.lsus.edu/offices-and-services/institutional-effectiveness-and-planning/vision-and-mission>.
2. When describing the University in general terms, the description must be taken from the "About LSUS" webpage, a subpage of the LSUS website: <https://www.lsus.edu/about-lsus>.
3. The completed accreditation document must be emailed to the Provost and Vice Chancellor for Academic Affairs and the Associate Vice Chancellor for Academic Affairs at least ten days prior to the submission deadline to enable a review for accuracy in representation of the University before submission.

- 4. The accreditation document shall not be sent to the respective accrediting agency without written approval from the Office of Academic Affairs.


Notification of Changes/Decisions in Accreditation

Any time a department head is notified of a change or decision in accreditation or candidacy status with an accrediting agency, they must immediately notify the college dean, who shall notify the Office of Academic Affairs. The Provost and Vice Chancellor for Academic Affairs will discuss the changes with the dean and notify the SACSCOC liaison, who will work with the respective parties to determine if the change or decision warrants notification to the Louisiana Board of Regents, SACSCOC, or the U.S. Department of Education. The Provost will inform the Chancellor of all activity related to accreditation decisions and draft communication to the respective agency or agencies.

**III. IMPLEMENTATION**


This policy will be implemented immediately through deans and academic program directors, as well as the SACSCOC liaison.

**AUTHORIZED BY:**

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 Helen C. Taylor  
 Vice Chancellor for Academic Affairs

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 Date Signed

**APPROVED BY:**

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 Lawrence Clark  
 Chancellor

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