



July 30, 2021

Dr. Mark Rudin
President
Texas A&M University-Commerce
2600 West Neal Street
P. O. Box 3011
Commerce, TX 75428

Dear Dr. Rudin:

Thank you for submitting the following substantive change:

Substantive change:

Significant Departure Program

Bachelor of Business Administration (B.B.A.) in Supply Chain Management

Submission date:

12/22/2020

Intended Implementation date:

8/2/2021

Case ID:

SC012741

The Bachelor of Business Administration (B.B.A.) in Supply Chain Management was deferred on May 25, 2021, with a request for additional information regarding (a) the program's approval status at the institutional level; (b) approval by the Texas A&M University System Board of Regents and the Texas Higher Education Coordinating Board; (c) the complete curriculum for the proposed program; (d) the program coordinator and the individual's qualifications; (e) a Faculty Roster Form including all courses in the proposed program; (f) the amount of resources going to institutions or organizations for contractual or support services for the proposed program; (g) a contingency plan should the required resources not materialize; and (h) whether the institution is currently on reimbursement for Title IV funding. The institution responded on July 1, 2021. SACSCOC requested additional information by email. All institutional responses have been added to the record and are incorporated into the narrative below.

Texas A&M University-Commerce proposes the implementation of the Bachelor of Business Administration (B.B.A.) in Supply Chain Management, effective fall 2021. Based on the information provided, the program is expected to be ongoing. The institution anticipates an initial enrollment of 25 students. The program will be offered through distance education with face-to-face components offered on the main campus. The institution has been approved for



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distance education. The target audience will be students interested in understanding and improving how companies interact with suppliers and buyers to deliver products.

The new program appears to be consistent with the institution's mission and goals. The need for the program was based on data from the Bureau of Labor Statistics, the Texas Workforce Commission, and careeronestop.org, a United States Department of Labor-sponsored site. The planning and approval process for the program was described and included the responsibilities of faculty and other appropriate groups in the process. The institution was asked to affirm that the program had been fully approved at the institutional level and document approval from the Texas A&M University System Board of Regents and the Texas Higher Education Coordinating Board. The approval information was provided as requested.

The institution was asked to provide the complete curriculum for the program; the requested information was provided and appears to be appropriate. The projected schedule of course offerings and the course descriptions were noted. The specific programmatic goals and student learning outcomes for the program were identified; program student learning outcomes will be assessed through rubrics, course-embedded exam questions, and a core competency exam developed by the College. The admission and graduation requirements for the program were noted. The policy for defining and determining credit hours was provided. It appears to be appropriate and consistent with common academic practice. Administrative oversight for the program will be provided by the head of the Management and Economics Department, who will work with the department heads of Accounting & Finance and Marketing and Business Analytics and business faculty to provide oversight.

The institution was asked to provide an updated Faculty Roster Form to include all courses in the program assigned to at least one faculty member qualified to teach the course content. A revised roster was provided, and the faculty members appear to have appropriate credentials for the courses assigned. The adequacy of the full-time faculty assigned to the program was described in terms of the institution's Faculty Workload policy and appears to be appropriate. Keep in mind that the ultimate determination of faculty qualifications and faculty adequacy is the responsibility of the peer review team who will assess the program as part of the institution's next SACSCOC accreditation review.

The library and learning resources supporting the program were provided and appear to be sufficient. The Research and Learning department of the library includes five librarians and two library associates who assist students, faculty, and staff members. The discipline-specific learning resources supporting the program, including databases and discipline-specific refereed journals and primary source materials, were noted. Students may also access resources through the Interlibrary Loan program. The institution has agreements or memberships with the Texas



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A&M University System Libraries, Greater Western Library Alliance, and TexShare to expand resources for students. Students enrolled in the proposed program can access the discipline-specific learning resources onsite or online through the library website on a 24/7 basis. Faculty and students are assisted in the use of online and onsite library resources through individual consultations, group consultations, and LibGuides. Resources to support students in accessing and using learning resources include study rooms, desktop computers, scanners, copiers, and laptops for student checkout.

The support services for students in the program were described and appear to be adequate. These services include Success Teams comprised of an academic advisor, academic concierge, and a financial aid advisor; technical access and support provided by D2L, the Office of Academic Technology, and the Center for IT Excellence Help Desk and Call Center; Student Disability Resources and Services; the Counseling Center; the Writing Center; Career Services; and Financial Aid.

The physical facilities and equipment supporting the program were described and appear to be adequate. The facilities available include computer labs and workspaces for students, faculty offices, and classrooms equipped with multimedia technology. All courses have a corresponding course shell through the Desire2Learn learning management system.

A five-year budget was provided, and the institution appears to have adequate resources to support the program. Funding will be provided by reallocating existing resources and by tuition and fees; the program expense will be faculty salaries. The institution was asked to identify the amount of resources going to institutions or organizations for contractual or support services for the proposed change, describe the contingency plan for the program, and indicate whether the institution is currently on reimbursement for Title IV funds. The institution affirmed that there are no resources going to institutions or organizations for contractual or support services for the new program. A contingency plan was provided in the event that the required resources do not materialize. The institution affirmed that it is not currently on reimbursement for Title IV funding. The institution appears to have adequate operational, management, and physical resources available to support the program.

The institutional assessment process was described and appears to be appropriate. The process includes identifying student learning outcomes and appropriate assessment measures, assessing student achievement, analyzing the results, and using the results for improvement. Program faculty, the department head, the college Institutional Effectiveness Representative, and the dean review the assessment results report. The B.B.A. program in Supply Chain Management will be incorporated into the institutional review and assessment process. An overview of the



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Continuous Improvement Process was provided that included the general timeframe for each stage of the assessment process and the responsible parties.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Bachelor of Business Administration (B.B.A.) degree program in Supply Chain Management. It was the decision of the Board to approve the program and include it in the scope of the current accreditation.

Enclosed is an invoice for \$500 to help defray the cost of reviewing the prospectus.

Should you need assistance, please contact Dr. Mary P. Kirk at 404-679-4501 or via email at mkirk@sacscoc.org.

Please include the Case ID number above in all submissions or correspondence about this substantive change.

Note: The SACSCOC substantive change policy was revised in 2020 and updated in March and June 2021. The policy has many new requirements and changes to previous requirements. The *Substantive Change Policy and Procedures* and learning resources are available on the substantive change webpage at www.sacscoc.org.

Sincerely,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.
President

BSW/TDB:lp

Enclosure (invoice with liaison's copy only)

cc: Dr. Ricky Dobbs, Associate Provost, Texas A&M University-Commerce
Dr. Mary P. Kirk, Vice President, SACSCOC