

**Teach-out Plan
Texas A&M University-Commerce**

**Closing of Off-Site Location
Midlothian Higher Education Center**

Adapted from the Southern Association of Colleges and Schools Commission on Colleges policy, Substantive Change for Accredited Institutions of the Commission of Colleges.

1. Date of closure of off-site location.

August 2018

2. An explanation of how affected parties (students, faculty, staff) will be informed of the impending closure.

Currently, the only active program being offered at the site is the Bachelor of Science Interdisciplinary Studies program (B.S. Interdisciplinary Studies). The students of this program will be notified in person and by email by their academic college dean of the impending closure. This email also will include an explanation of how all affected students will be assisted and advised in completing their current academic program of study at the main campus, or another of the university's off-campus locations.

Immediately following the notification to all students who are currently enrolled at Midlothian Higher Education Center, a university-wide notification email from the Provost to all faculty, staff and students on all campuses of Texas A&M University-Commerce will be sent advising them that A&M-Commerce will no longer be offering degree programs or classes at the Midlothian off-site location.

3. An explanation of how all affected students will be helped to complete their programs of study with minimal disruption.

Each student will be advised by their academic advisor or their department chair to ensure that they will have minimal disruption in their current program. The students will be advised of their options to continue their course of study at an alternative location. The B.S. Interdisciplinary Studies program is currently offered at three other off-site locations (Collin Higher Education Center, Mesquite Metroplex and Navarro Partnership-Corsicana) and at the main campus. The most convenient alternate location is our Navarro Partnership-Corsicana location, which is less than 50 miles from the Midlothian location.

4. An indication as to whether the termination of the program will incur additional charges/expenses to the students and, if so, how the students will be notified.

Students will not face any additional charges or expenses from the university by continuing their studies at another of the university's off-site locations or at the main campus.

5. Signed copies of teach-out agreements with other institutions, if any.

N/A

6. How faculty and staff will be redeployed or helped to find new employment.

Each faculty member who teaches at Midlothian Higher Education Center for Texas A&M University-Commerce also teaches courses on the main campus or other off-site locations, so their employment will not be adversely affected. In fact, this will strengthen our program at Corsicana, which is less than 50 miles from Midlothian. The one full-time staff member at Midlothian resigned, and that position is not being refilled. Staff was shared between the Midlothian and Corsicana locations, so with the closure of the Midlothian site, staff will be able to focus solely on Corsicana.

7. If closing an institution, arrangement for the storing of student records, disposition of final financial resources and other assets

N/A

8. Please provide the following additional information:
 - a. How many students are currently enrolled at the site?

The only degree program currently being offered at the Midlothian Higher Education Center is the B.S. Interdisciplinary Studies program. There are currently 102 students enrolled in the program. Of the 102 students, 55 are seniors, 43 are juniors, and 4 are sophomores.

- b. Projected graduation date for the last student(s) in each program offered at the site?

B.S. in Interdisciplinary Studies

Juniors or seniors are likely to graduate between May 2018 and May 2019. Sophomore students are expected to graduate by May 2020.

NOTE: If students will not be moved to another program, you will need to extend the program closure date in order to continue to award degrees to current students under the existing program.