



May 24, 2019

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 your letter of December 21, 2018, transmitting a prospectus for a new off-campus instructional site, effective September 2019. The location of the site is:

Texas A&M University-Commerce at Frisco  
9700 Wade Boulevard  
Frisco, TX 75035

The following existing programs are offered on the Texas A&M University - Commerce campus and plans are to offer them at the new off-campus instructional site:

Bachelor of Business Administration – General Business  
Bachelor of Business Administration – Business Analytics  
Bachelor of Social Work  
Bachelor of Science in Agribusiness

The site will support the mission of the University by providing an instructional site in one of the fastest growing areas of the state. The site will provide greater educational opportunities for students in the region resulting in an increase in the number of credentialed graduates available to meet the current and future needs of local employers within the region. The University has followed institutional substantive change and academic approval procedures ensuring faculty, administrators and other constituencies were involved in the approval process. The University has requested authorization from the Texas A&M University System Board of Regents and the Texas Higher Education Coordinating Board to offer the programs in a face-to-face delivery method at the site. In an email to Dr. Jerry Stephens dated May 10, 2019, Dr. Dobbs confirmed approval of the site by the Texas A&M University System Board of Regents and the Texas Higher Education Coordinating Board.

Existing A&M Commerce admissions, curriculum, grading, transfer and graduation policies and requirements will apply to students and programs at the site. Administrative oversight will fall under the supervision of Extended University within the Provost's office. The Director of Outreach and Recruitment provides daily oversight of the Frisco campus site.



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Program descriptions, curriculum plans, course descriptions and student learning outcomes were provided. These are existing programs being offered by the institution at a new off-campus instructional site and will follow the curriculum for the specific program as offered at other sites.

Faculty Roster Forms for the programs at the site were provided. The faculty listed for each program teach at the A&M-Commerce campus and appear to have the necessary credentials to support the assigned courses at the site. Keep in mind that the ultimate determination of faculty qualifications is the responsibility of the peer review team who will assess the program as part of the institution's next SACSCOC accreditation review.

The Texas A&M University-Commerce Library's collections currently support these programs on the A&M-Commerce campus. Collections include print and electronic resources. Access to electronic information resources is provided 24/7 via a secure website. Interlibrary loan services are available to support information needs not found locally. Librarians provide reference, research and instructional support for all programs on-campus and at the off-campus sites. Library resources and services appear to be adequate to support programs at the site.

Coordination of student support services at the site is the responsibility of the Director of Outreach and Recruitment. Students at the site are provided assistance with the application process, receiving of transcripts and general support. Admissions and registrar staff regularly visit the University's off-campus sites and Frisco will be included in those visits. Faculty teaching at the site will have office hours beyond class time to provide discipline and career-specific guidance to students in their programs. Students at the Frisco site will have access to services provided by Career Services, Disability Services, the Online Writing Center, the Academic Skills Center and the Center for IT Excellence. Student services appear to be adequate to support students at the site.

Space for the A&M-Commerce at Frisco site is provided on Collin College's Preston Ridge Campus. Under the arrangement, A&M-Commerce programs will have access to smart classrooms, a conference room and administrative and faculty office space. The facilities are available to accommodate day and evening classes (Monday – Friday 6:30 a.m. to 11 p.m.; Saturday 7:00 a.m. – 6:00 p.m.; and Sundays 8:00 a.m. – 5:00 p.m.). Additional space is available if needed. Convenient parking is available. Physical resources appear to be adequate to support programs at the site.

A five-year financial summary was provided. Revenues are provided by tuition, fees, and the reallocation of current funding. Faculty and staff compensation and program administration comprise the major expenses. Texas A&M-Commerce anticipates that revenues will exceed expenses each year.

The University has a campus-wide institutional effectiveness program. Rigorous processes are followed to ensure program quality and continuous improvement. Assessment and control of quality of the programs at the new off-campus site will follow the same established effectiveness processes in place on the A&M-Commerce campus. In addition, the B.S.W. program will comply with the Council on Social



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Work Education structure for assessment, analysis and use of the results in support of program improvement.

**The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Texas A&M University-Commerce at Frisco off-campus instructional site. It was the decision of the Board to approve the site and include it in the scope of the current accreditation.**

After initial approval, an off-campus instructional site will be reviewed again in conjunction with the fifth year and/or decennial accreditation reviews.

Please note that, at its meeting in June 2018, the SACSCOC Board of Trustees approved modification of the *Substantive Change Policy for SACSCOC Accredited Institutions Policy Statement*, for any type of substantive change requiring approval. If an approved substantive change has not been implemented within two years of action by the SACSCOC Board of Trustees, the institution will need to submit a new prospectus for the change or application for a level change.

Be aware that once an institution is approved to offer 50% or more of a program at a specific off-campus site, notification or approval is not necessary when any percentage of an additional approved program is offered at that site.

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

Sincerely,

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

Belle S. Wheelan, Ph.D.  
President

BSW/JWS:lp

Enclosure

cc: Dr. Ricky Dobbs, Associate Provost, Academic Foundations  
Dr. Mary P. Kirk