

**From:** [Alison Soeder](mailto:Alison.Soeder)  
**To:** [Alison Soeder](mailto:Alison.Soeder)  
**Subject:** FW: SACSCOC Executive Council Decision  
**Date:** Monday, June 7, 2021 11:48:39 AM

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**From:** Kevin W. Sightler <[ksightler@sacscoc.org](mailto:ksightler@sacscoc.org)>  
**Sent:** Saturday, June 05, 2021 10:19 PM  
**To:** Ricky Dobbs <[Ricky.Dobbs@tamuc.edu](mailto:Ricky.Dobbs@tamuc.edu)>  
**Cc:** Mary Kirk <[mkirk@sacscoc.org](mailto:mkirk@sacscoc.org)>  
**Subject:** SACSCOC Executive Council Decision

**\*\*External Email\*\***

Dear SACSCOC liaison,

In the interest of time during the pandemic, we're temporarily emailing to you the text of decisions by the Executive Council of the SACSCOC Board of Trustees (excluding closure approvals); please see the text below. Mailed letters and invoices may be slightly delayed while staff work staggered days.

*Notes:*

1. Invoice is not attached to this email. It will be included, as needed, with the mailed letter to the liaison.
2. Invoices are now mailed with the letter copy to the liaison rather than with the original letter to the CEO.
3. Keep this email.

*For the benefit of accreditation verifiers:*

This email is an official communication from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). It should be given the same consideration as a printed and signed letter during the coronavirus pandemic until such letters can be produced.

**/s/ Kevin W. Sightler, Ph.D.**

Director of Substantive Change  
Southern Association of College and Schools  
Commission on Colleges

***Do not reply to this email***

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*Subject to edits for form*  
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June 4, 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:  
Certificate-New OCIS-Existing Program-Short Notice Employer Request  
Region 10 Education Service Center  
400 East Spring Valley Road  
Richardson, TX 75081  
Submission date:  
12/17/2020  
Intended Implementation date:  
8/2/2021  
Case ID:  
SC013367

SACSCOC requested additional information via email; the response has been incorporated into the original submission.

Texas A&M University-Commerce proposes the implementation of the Region

10 Education Service Center off-campus instructional site (OCIS), effective August 2, 2021. The site is located at 400 E. Spring Valley Road, Richardson, Texas 75081-5101.

The Texas Superintendent's Certification program at the site is anticipated to operate for a minimum of three years with the possibility of extending beyond that timeframe. An initial enrollment of 15-20 students is expected. The program is currently delivered through distance education at the institution, but with the implementation of the proposed site, the program will also be delivered through face-to-face instruction. The target audience will be aspiring superintendent candidates from the Dallas area.

The projected schedule of course offerings and course descriptions were provided and appear to be appropriate. The program coordinator was identified and appears to have appropriate credentials for serving in this role.

A faculty roster was provided detailing the credentials of the faculty members assigned to teach in the program. The faculty members appear to have appropriate credentials for the courses assigned. 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 library and learning resources available to support 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 provide research assistance to students, faculty, and staff members. The learning resources include print and electronic books and journals. The availability of discipline-specific refereed journals and primary source materials was noted and includes the International Journal of Leadership in Education, the Journal of Educational Administration, and Educational Administration Quarterly. The institution has agreements or memberships with the following agencies to expand resources for the program: the Texas A&M University System Libraries, Greater Western Library Alliance, and TexShare consortia. Students may also access resources through the Interlibrary Loan program. Students enrolled in

the Texas Superintendent's Certification program will access these discipline-specific learning resources onsite or online. They may also have materials delivered to them electronically or by the USPS. Students and faculty members can access information electronically through the library website on a 24/7 basis. Each academic department has a librarian assigned as a liaison to assist faculty members in building collections for their respective disciplines. Resources to support students in accessing and using learning resources include study rooms, networked desktop computers, laptops for student checkout, scanners, and copiers.

The physical facilities and equipment available to support the program were described and appear to be adequate. The Region 10 Education Service Center will provide meeting space and technology for the program; courses will be scheduled in the evenings and on the weekends. Facilities include an office, meeting space equipped with a multimedia system and various technology applications; copiers; printers; fax machines; wireless internet; instructional software; a lounge; and a breakroom. The technology staff onsite will also be available to assist faculty. This proposed off-campus instructional site will have no impact on the current physical facilities or equipment.

The site will be reviewed, and may include a site visit as part of the institution's next fifth-year and/or decennial review.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Region 10 Education Service Center off-campus instructional site (OCIS). It was the decision of the Board to approve the site and include it in the scope of accreditation. The approval extends only to offering workforce development certificates; if the institution decides to offer other programs at the site, it must follow the procedures for notification and approval as for any other off-campus instructional site.

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](mailto: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. It includes 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](http://www.sacscoc.org).

Sincerely,

Belle S. Wheelan, Ph.D.  
President

BSW/TDB:lp

Enclosure (invoice with liaison's copy only)

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

Dr. Ricky Dobbs  
Associate Provost  
Texas A&M University-Commerce  
P. O. Box 3011  
2600 South Neal Street  
Commerce, TX 75429

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