



May 1, 2012

Dr. Sandy Weeks  
Associate Provost  
Texas A&M University-Commerce  
P.O. Box 3011  
Commerce, TX 75428

Dear Dr. Weeks:

Thank you for your letter of March 9, 2012, and the prospectus for the following off-campus instructional site at which the M.S. in Marketing and the M.S. in Finance degree programs were offered, effective summer 2011:

International Institute for Higher Education in Morocco  
Avenue Mohamed VI, Km. 4.2  
(Route des Zaers) Souissi  
Rabat – Morocco

Because this comprises an unreported substantive change requiring prior approval, the institution was requested to provide the policy and procedure document developed to ensure timely reporting of substantive change in the future (my letter of February 1, 2012). The document will be forwarded to the SACSCOC Board of Trustees for review at its June 2012 meeting.

The off-campus instructional site is clearly placed within the university's mission statement. The assessment of need and program planning/approval is described. A joint program management committee has been formed comprised of faculty from both institutions to oversee and approve all arrangements for the marketing, administration, development, and delivery of the courses and to ensure that both A&M's and IIHEM's organizational and administrative requirements are met.

There are no differences in admission, curriculum, or graduation requirements for students enrolled at the site. The curricula for the two programs are outlined. Appropriate discipline-specific library resources are described, as well as instruction in the use of the resources. Students will have ready access to a computer and the internet. There is a computer lab with 30 computers and internet connections available for student use. The process for comparing student learning outcomes at the site with student learning outcomes for students on the main campus is provided. The prospectus places the two programs within the university's ongoing evaluation and planning process. Financial/physical resources appear appropriate. The additional justification for faculty qualifications, requested in my letter of February 1, 2012, satisfactorily addressed our concerns.

**We approve the IIHEM site.** The approval of an off-campus instructional site is effective for a maximum of five years. The site will be reviewed as part of the institution's fifth-year or decennial review. Since the institution operates three or more off-campus instructional sites at which 50% or more of a program's credits are offered, a committee visit is not required at this time.



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Enclosed is an invoice for \$300 to help defray the cost of prospectus review.

Best regards,

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

Belle S. Wheelan, Ph.D.  
President

BSW/RER:efk

Enclosure

cc: Dr. Dan R. Jones, President and Chief Executive Officer  
Dr. Rudolph S. Jackson