



October 4, 2018

Dr. Jeffrey L. Kirk  
Associate Provost and Associate Vice  
President of Academic Affairs  
Texas A&M University-Central Texas  
1001 Leadership Place  
Killeen, TX 76549

Dear Dr. Kirk:

This is a follow-up to our letter of September 27, 2018, regarding the reinstatement of an off-campus instructional site in Fort Hood, Texas, effective summer 2018. We erred in the name of the degree program to be offered at the site; this letter is a correction. We regret the error.

The site is:

Soldier Development Center  
Building 33009  
761<sup>st</sup> Tank Battalion Avenue  
Fort Hood, TX 76544

The site received SACSCOC approval for closure in January 2018. However, the University has received a request from the Education Services Officer at Fort Hood to begin providing between 25-49% of the credits toward a Bachelor of Applied Arts and Sciences (B.A.A.S.) degree in Business Management. Therefore, the University wishes to reinstate the site. Please be aware, when the institution begins to offer 50% or more of the credits for at least one program at an off-campus instructional site, a prospectus for approval of the site should be submitted **prior** to reaching the 50% threshold at the site. As a reminder, the 50% threshold requiring approval applies to any program offered by the institution; i.e., certificate, diploma, and degree programs. The due dates for submission of a prospectus are:

- January 1 for sites reaching the 50% threshold as of July 1 of the current year **or**
- July 1 for sites reaching the 50% threshold as of January 1 of the following year.

The required elements and submission dates for a prospectus may be found in Appendix B of the *Substantive Change for SACSCOC Accredited Institutions* policy available on our website, [www.sacscoc.org](http://www.sacscoc.org). Should you need assistance, please contact Dr. Crystal A. Baird at 404-679-4501, ext. 4586, or via email at [cbaird@sacscoc.org](mailto:cbaird@sacscoc.org).



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**The Commission accepts notification of the reinstatement of the Soldier Development Center off-campus instructional site.**

Sincerely,

A handwritten signature in black ink that reads "Kevin W. Sightler". The signature is fluid and cursive, with a large initial "K".

Kevin W. Sightler, Ph.D.  
Director of Substantive Change

KWS/efk

cc: Dr. Marc Nigliazzo, President  
Dr. Crystal A. Baird