



February 15, 2019

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

Dear Dr. Kirk:

Thank you for your letter of July 2, 2018, transmitting a prospectus for the Bachelor of Science in Mechanical Engineering Technology degree program to be offered, effective August 15, 2019.

The program, which is consistent with the mission of the University, will be offered on the main campus in Killeen primarily through face-to-face instruction with optional online courses. The target audience will be students wishing to continue their education in mechanical engineering. Since the University is an upper level two-year institution, students pursuing the program will begin at one of the various feeder institutions to include Texas State Technical College in Waco, Central Texas College in Killeen, and Temple College in Temple, Texas. Engineering education is crucial to the local region which includes a significant military presence and a growing industrial base. Students intending to pursue a more stable and lucrative position in the mechanical engineering technology field must have a bachelor's degree. Data was provided concerning need and growth in employment in the field. Evidence of appropriate internal planning and approval by the Texas Higher Education Coordinating Board was provided.

The curriculum for the program, course descriptions, and program learning outcomes and assessment measures were provided. The program will prepare graduates for the application and implementation of mechanical engineering principles to mechanical systems. It is distinct from a program in mechanical engineering in that it focuses on hands-on learning and application in both laboratory and real-world settings rather than theory and conceptual designs. Qualifications of current faculty members scheduled to teach in the program appear appropriate. One additional faculty member will be needed for the program.

Assessment of outcomes will include course imbedded and nationally-normed instruments. Both direct and indirect measures will be used. The institutional effectiveness process for the University was described. In addition to assessment of outcomes, the B.S. in Mechanical Engineering Technology program will conduct an external academic program review every five years. A qualified faculty member from an institution outside the state will use a comprehensive self-study conducted by program faculty to perform an independent program evaluation.

The University currently holds a range of engineering technology literature which supports its ongoing solar project. Additional money has been budgeted to upgrade and expand the learning resources in the first year with money also budgeted each year thereafter to sustain the collection. Reference services are provided online through a library chat and an extensive suite of research guides using LibGuides. The library chat is staffed by an OCLC Question Point cooperative consortium when the physical library is not open. Resources are available 24/7. To ensure availability to all students regardless of location, the library offers an item delivery service for distance students, allowing them to receive library materials through the mail when needed.



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Student support services, which are designed and administered under the leadership of the Provost and Vice President for Academic and Student Affairs, include academic advising, tutoring, academic workshops and presentations, study abroad scholarships, career services, counseling services, disability services, testing services, financial assistance, technology support services, and veterans' affairs services. The Division of Technology-Enhanced Learning plans and coordinates distributed learning, provides support for instructional equipment in the classroom, creates professional development opportunities, and facilitates technology integration into on-campus and distance courses. The Help Desk Central provides assistance with technology to students, faculty, and staff on a 24/7 basis.

Physical facilities to support the program appear adequate including two multipurpose buildings with 25 classrooms equipped with instructor computers, internet access, an ELMO, overhead projectors, and document projectors. A third 64,000 square foot building will house additional academic and student spaces. The design of the biochemistry lab includes the proper electrical requirements needed for the mechanical engineering technology program. Undergraduate research facilities will be in part provided by the solar energy laboratory which houses the scanning electron microscope and other engineering research equipment. Financial resources to support the program appear adequate as well.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Bachelor of Science in Mechanical Engineering Technology degree program. It was the decision of the Board to approve the program and include it in the scope of the current accreditation.

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

At its meeting in June 2018, the 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.

Sincerely,

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

Belle S. Wheelan, Ph.D.
President

BSW/ABC:efk

Enclosure

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