



Approved: February 27, 2017

Revised: November 2, 2020

Next Scheduled Review: November 02, 2025

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## Procedure Summary

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This procedure outlines the review and approval process for the creation or revision of the University Mission Statement.

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## Procedures and Responsibilities

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### 1. INTRODUCTION

- 1.1 A mission statement is a clear and broad statement that describes the overall purpose of the organization with respect to its teaching, research and public service responsibility. The mission statement guides decision-making and strategic planning. Normally, a mission statement is not modified unless there is a significant change in focus or overall purpose of the organization. The existing mission statement remains in effect until university stakeholders, the TAMUS BOR and the THECB approve the revised mission statement.
- 1.2 A change in the established mission of the institution is a substantive change for institutions accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and requires timely notification of SACSCOC.

### 2. DEVELOPING A MISSION STATEMENT

- 2.1 Mission statements are drafted with input and suggestions from the university community.
- 2.2 The university mission statement should be short and focused but broad enough to encompass the entire organization.
- 2.3 The mission statement is reviewed every five years (5) to ensure that it is still current and appropriate for the university. Each academic institution will provide a report to the System Office of Academic Affairs if no revision to the mission statement is requested or prepare a request to the system board for approval of a new or revised mission statement.

### 3. APPROVAL OF THE MISSION STATEMENT

- 3.1 The mission statement is submitted to the TAMUS BOR for approval.
- 3.2 Once approved by the TAMUS BOR, the TAMUS Office of Academic Affairs submits the mission statement to the THECB for approval.
- 3.3 Following approval by the THECB, the A&M-Central Texas SACSCOC Liaison submits the mission statement to SACSCOC.
- 3.4 Once the mission statement is approved, it is widely circulated by the university and used to guide decision-making and strategic planning.
- 3.5 Upon approval by the system board, a request to change the academic institution's mission statement or add a new degree program to the program inventory will be submitted to the System Office of Academic Affairs to the coordinating board.

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### **Related Statutes, Policies, or Requirements**

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[System Policy 03.01 System Mission, Vision, Core Values and Strategic Planning](#)

[System Policy 03.02 Academic Mission Statements and Tables of Programs](#)

[University Procedure 03.02.02.D0.01 Approval of Substantive Changes including the Establishment of New Academic Programs](#)

Substantive Change for SACSCOC Accredited Institutions: Policy Statement  
<http://www.sacscoc.org/pdf/081705/SubstantiveChange.pdf>

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### **Contact Office**

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