



Approved: February 27, 2017

Revised: November 2, 2020

February 26, 2026

Next Scheduled Review: February 26, 2031

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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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## **Procedure**

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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 Texas A&M University System Board of Regents (TAMUS BOR) and the Texas Higher Education Coordinating Board (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 at least 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 System 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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Office of the President  
(254) 519-5765