

ATTACHMENT B
Texas Tech University Health Sciences Center
Substantive Change Action Plan

The purpose of this substantive change action plan is to ensure that TTUHSC notifies SACSCOC prior to initiation of substantive changes and, when required, seeks approval prior to the implementation of such changes.

Section I

TYPE OF CHANGE*	YES	NO
Initiating coursework or programs at a different level than currently approved	<input type="checkbox"/>	<input type="checkbox"/>
Expanding at current degree level (<i>significant departure from current programs</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Initiating a branch campus	<input type="checkbox"/>	<input type="checkbox"/>
Initiating a certificate program at employer's request and on short notice:		
using existing approved courses	<input type="checkbox"/>	<input type="checkbox"/>
at a new off-campus site (previously approved program)	<input type="checkbox"/>	<input type="checkbox"/>
that is a significant departure from previously approved programs	<input type="checkbox"/>	<input type="checkbox"/>
Initiating other certificate programs:		
using existing approved courses	<input type="checkbox"/>	<input type="checkbox"/>
at a new off-campus site (previously approved program)	<input type="checkbox"/>	<input type="checkbox"/>
that is a significant departure from previously approved programs	<input type="checkbox"/>	<input type="checkbox"/>
Altering significantly the educational mission of the institution	<input type="checkbox"/>	<input type="checkbox"/>
Initiating joint or dual degrees with another institution:		
Joint program with another SACSCOC accredited institution	<input type="checkbox"/>	<input type="checkbox"/>
Joint program with an institution not accredited by SACSCOC	<input type="checkbox"/>	<input type="checkbox"/>
Dual Programs	<input type="checkbox"/>	<input type="checkbox"/>
Initiating off-campus sites where:		
Students can obtain 50% or more credits toward program	<input type="checkbox"/>	<input type="checkbox"/>
Students can obtain 25-49% of credit	<input type="checkbox"/>	<input type="checkbox"/>
Students can obtain 24% or less	<input type="checkbox"/>	<input type="checkbox"/>
Expanding program offerings at previously approved off-campus sites		
Adding programs that are significantly different from current programs <u>at the site</u>	<input type="checkbox"/>	<input type="checkbox"/>
Adding programs that are NOT significantly different from current programs <u>at the site</u>	<input type="checkbox"/>	<input type="checkbox"/>

* Refer to the policy statement, [Substantive Change for SACSCOC Accredited Institutions](#), for additional information.

TYPE OF CHANGE*	YES	NO
Altering significantly the length of a program	<input type="checkbox"/>	<input type="checkbox"/>
Initiating distance learning:		
Offering 50% or more of a program <u>for the first time</u>	<input type="checkbox"/>	<input type="checkbox"/>
Offering 25-49%	<input type="checkbox"/>	<input type="checkbox"/>
Offering 24% or less	<input type="checkbox"/>	<input type="checkbox"/>
Initiating programs or courses offered through contractual agreement or consortium	<input type="checkbox"/>	<input type="checkbox"/>
Entering into a contract with an entity not certified to participate in USDOE Title IV programs:		
If the entity provides 25% or more of an educational program offered by the SACSCOC accredited institution	<input type="checkbox"/>	<input type="checkbox"/>
If the entity provides less than 25% of an educational program offered by the SACSCOC accredited institution	<input type="checkbox"/>	<input type="checkbox"/>
Initiating a merger/consolidation with another institution	<input type="checkbox"/>	<input type="checkbox"/>
Changing governance, ownership, control, or legal status of an institution	<input type="checkbox"/>	<input type="checkbox"/>
Relocating a main or branch campus	<input type="checkbox"/>	<input type="checkbox"/>
Moving an off-campus instructional site (serving the same geographic area)	<input type="checkbox"/>	<input type="checkbox"/>
Changing from clock hours to credit hours	<input type="checkbox"/>	<input type="checkbox"/>
Initiating degree completion programs	<input type="checkbox"/>	<input type="checkbox"/>
Closing a program, approved off-campus site, branch campus, or institution		
Institution to teach out its own students	<input type="checkbox"/>	<input type="checkbox"/>
Institution contracts with another institution to teach-out students (Teach-out Agreement)	<input type="checkbox"/>	<input type="checkbox"/>
Acquiring any program or site from another institution	<input type="checkbox"/>	<input type="checkbox"/>
Adding a permanent location at a site where the institution is conducting a teach-out for students from another institution that is closing	<input type="checkbox"/>	<input type="checkbox"/>

* Refer to the policy statement, [Substantive Change for SACSCOC Accredited Institutions](#), for additional information.

SECTION II

Description of proposed change and timeframe:

Click here to enter text.

SECTION III

Name of Person Submitting the Form: Click here to enter text.

Title: Click here to enter text.

Date: Click here to enter a date.

If you are not the Dean or Vice President for your area, have you obtained his/her approval for this proposed change? ☐ Yes ☐ No

RECOMMENDATION OF TTUHSC SACSCOC LIAISON	
<input type="checkbox"/> No action needed	<input type="checkbox"/> Letter of notification <input type="checkbox"/> Brief prospectus <input type="checkbox"/> Complete prospectus
TTUHSC SACSCOC Liaison (Signature)	Date Click here to enter a date.

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