For each of its educational programs, the institution assigns appropriate responsibility for program coordination. (SACSCOC Principles of Accreditation: Foundations for Quality Enhancement, 2018, Standard 6.2.c)

Texas Tech University is in compliance with Standard 6.2.c: Program Coordination. For each major in a degree program, Texas Tech University (TTU) assigns responsibility for program coordination as well as for curriculum development and review to persons academically qualified in the field.

Texas Tech University Costa Rica (TTU-CR) requires that an academically qualified faculty member serve as the academic program coordinator for each degree and/or major as evidenced by academic degrees earned by the coordinator and/or other qualifications such as professional positions, memberships, and other related activities. Program coordinators support program directors by performing administrative duties related to planning, directing, and coordinating both the academic and operational activities of the program. Duties may vary between/among departments/schools and colleges and may include, but not be limited to, oversight of curriculum development and implementation, program assessment, and supervision, including program faculty and student advisement. In order to serve as program coordinator, a faculty member must meet the academic qualifications specified in Texas Tech University Operating Policy (TTU OP) 32.36 “Certification of Faculty Qualifications” as provided in TTU Operating Policies. In addition, the faculty member serving as program coordinator must be tenured or tenure-track, with academic credentials that have been vetted at hire, and must have annual faculty reviews that verify his or her continuing qualifications. Often, this role is filled by the department chairperson, but in the case of disciplines with multiple degrees and majors, the department chairperson may assign the role of program coordinator for each degree or major in his/her department to a faculty member in the respective field. TTU OP 32.03, “Academic Deans, Associate or Assistant Deans, and Department Chairpersons,” Section 3c, further defines the responsibilities of the department chairperson, who often serves as the program coordinator:
Instructional departments or areas are administered by chairpersons who normally are appointed for three-year terms by the PSVPAA (Provost and Senior Vice President for Academic Affairs) on the recommendation of the dean of the appropriate college. The chairperson, in cooperation with the faculty, is responsible for supervising activities of the department/division/area, scheduling classes, assisting in faculty evaluations, preparing budget requests, initiating appointment recommendations, and developing the curriculum. Each chairperson is to report on her/his performance at least annually through a conference with the dean.

The dean of the college or school that the program coordinator represents reviews the program coordinator’s credentials to ensure that he or she has: 1) a terminal degree in a directly related field, and 2) scholarship and expertise in a directly related field. TTU utilizes DigitalMeasures, a database that serves as a central electronic repository for faculty qualifications and activities. All academic program coordinators are required to document their academic degrees, teaching experience, and expertise here. TTU used this database to produce TTU-CR, Roster of Program Coordinators for the purposes of demonstrating compliance with this standard.

Conclusion
For each major in a degree program, TTU-CR assigns responsibility for program coordination, as well as for curriculum development and review as required by Standard 6.2.c. This responsibility is given to persons academically qualified in the field as evidenced by academic degrees earned and supported by other qualifications such as professional positions, licensures/certifications, and professional activities. The evidence provided in this response demonstrates that Texas Tech University is in compliance with Standard 6.2.c.