



OFFICE OF THE **PROVOST**

TEXAS TECH

SACSCOC Program Closure Teach Out Questions

(Example responses are italicized)

1. Contact Information:
 - a. Name of Submitter:
 - b. Submitter Email Address:
 - c. Name of Degree/Certificate Program Coordinator:
 - d. Name of Degree/Certificate Minor to be Closed:
2. Provide the closure date, defined by SACSCOC, as the date when students are no longer admitted.

Example Response: Students were no longer admitted into the MA Counseling Psychology degree program on Monday, August 25, 2022.

3. Provide a communication plan to inform all affected parties of the closure to include
 - a. how each of the following will be informed for the closure:
 - i. currently enrolled students,
 - ii. students with lapsed enrollment (i.e., not currently enrolled but recently enrolled), and
 - iii. prospective students.
 - b. how faculty and staff will be informed, viz., admissions and recruiting / marketing staffs; and
 - c. how community or industry partners will be informed. If not applicable, provide an affirmative statement to that effect.

Example Response: Since there are no currently enrolled students, students with lapsed enrollment, or prospective students, there is no need for a communication plan. The degree program is no longer advertised on the TTU website. Faculty and staff will be informed of the formal SACSCOC program closure at a Spring 2025 Department of Psychological Sciences faculty meeting. Notification of the degree program's closure will be announced at a forthcoming Academic Council meeting. Academic Council serves as TTU's primary academic decision-making body. No community or industry partners need to be informed.

4. If the institution is providing options for students to complete at another institution(s), provide copies of all planned communication from the institution and from the teach-out institution(s) related to the closure. All communication must demonstrate that the institutions are making accurate statements about students' ability to transfer credits to the teach-out institution(s) and disclose tuition, fees, and other costs at the teach-out institution(s).

Example Response: N/A. There are no currently enrolled students in this program.

5. An explanation of how all affected students will be helped to complete their programs of study with minimal disruption or additional costs.

Example Response: N/A. There are no currently enrolled students in this program.

6. An explanation of whether the students subject to the teach-out plan will incur additional charges or other expenses because of the teach-out and, if so, how the students will be notified.

Example Response: N/A. There are no currently enrolled students in this program.

7. Copies of signed teach-out agreements with other institutions, if applicable please attach to this form when submitting.

Example Response: N/A. There are no agreements with other institutions.

8. A description of how faculty and staff will be redeployed or helped to find new employment.

Example Response: Faculty who taught courses in this degree program continue to teach courses in Department of Psychological Sciences. There is no need to redeploy faculty or help them find new employment.