

**AOP 1-6-09-01 (Revised 5/8/18)**  
**ACADEMIC PROCEDURES FOR REVIEWING INTERNATIONAL  
PARTNERSHIP TEACHING LOCATIONS**

Troy University assumes responsibility for and maintains control of the academic quality of its degree program(s) offered through relationships with international institutions. On January 1, 2009, a Consortia Relationship Review Committee (CRRC) was established with the purpose of ensuring all Troy University consortia relationships are consistent with the University's purpose and goals and are in compliance with the comprehensive requirements of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Furthermore, through annual reviews, Troy University will ensure the quality of educational programs/ courses offered through consortia relationships. The Consortia Relationship Review Committee's responsibilities are ongoing, and the committee meets at least once each academic year.

This document primarily governs oversight of Troy University's international partnership teaching locations, and Troy University's international partnership teaching locations do not involve joint or dual academic awards. Therefore, the decision was made to rename this AOP "Academic Procedures for Reviewing International Partnership Teaching Locations." Along these lines, the Consortia Relationship Review Committee has also been renamed the International Partnership Teaching Location Review Committee (IPTLRC).

The Senior Vice Chancellor for Academic Affairs will chair the International Partnership Teaching Location Review Committee. The Committee is comprised of, but is not limited to, Senior Vice Chancellor for Student Services and Administration, a senior representative for International Programs, the deans of the academic colleges and University libraries, the Associate Provost and Dean of the Graduate School, the Associate Provost and Dean of Undergraduate Programs, the University Registrar, the Associate Vice Chancellor of Marketing and Communications, and other relevant University faculty and staff.

The IPTLRC will ensure compliance with SACSCOC requirements.

**The following guiding statements will be considered in an annual review of international partnership teaching locations:**

1. Courses and programs offered through the partnership agreement are congruent with the mission, educational purpose, and goals of Troy University (TROY).
2. Courses and programs offered through the partnership agreement, including the offering of an academic program at a new international partnership teaching location, are approved and controlled by TROY faculty and administration.
3. Admission procedures and practices are consistent with the University mission and policies.
4. Practice of awarding, transferring, evaluating and recording credit on transcripts in the program is consistent with Troy University published policies. When TROY has not employed the faculty, credits accepted into the program have been evaluated as equivalent to TROY courses by an accepted academic evaluation service and guidelines from SACSCOC.

5. TROY faculty teaching courses in the international partnership teaching location program are qualified and reviewed for competency.
6. The facilities and student access to library/learning information resources is adequate and appropriate to the mission of Troy University and programs offered through the agreement.
7. Troy University has the financial capacity and can provide full accountability for the support of the international partnership without diminishing its financial support of the U.S. campuses
8. Public communications and recruiting practices meet standards published in Troy University policies.
9. The standard of student achievement, including assessment of student learning outcomes, in the international partnership teaching location program is equivalent to the standard of student achievement on other TROY campuses and outcomes are assessed and evaluated according to stated institutional effectiveness policies of Troy University.
10. Student responsibilities, rights, and complaint procedures are clear, appropriate and disseminated.
11. Academic and student support services are appropriate to the mission of Troy University and programs offered through the agreement, and these services are adequately staffed to accomplish the University's mission.
12. Physical facilities and resources are adequate to meet the needs of the program faculty and students.
13. Troy University non-faculty personnel (including administrative and academic officers) associated with the partnership agreement are qualified and regularly evaluated, consistent with University policies.

Refer to the current accreditation requirements published by SACSCOC: <http://www.sacscoc.org>

Sources of evidence used in the IPTLRC review may include: the partnership agreement, annual academic quality assurance audits, faculty after-action reports, student course evaluations, survey data, faculty rosters and files, student learning outcome assessment reports, financial audits, University communications, University catalogs, and policy and procedures.

When a relationship with a international institution ends, Troy University will take action to remove all reference to Troy University by the former partner institution, implement appropriate teach-out activities, and notify SACSCOC of the termination of the partnership agreement. A senior representative for International Programs will be responsible for notifying the Office of Institutional Research, Planning and Effectiveness of the pending change; the Office of Institutional Research, Planning and Effectiveness will be responsible for preparing the SACSCOC notification letter and forwarding it to the Senior Vice Chancellor for Student Services and Administration for final signatory approval, transmission to SACSCOC, and record maintenance for all SACSCOC correspondence.

Annual IPTLRC review reports and copies of active partnership agreements related to Troy University relationships with international institutions will be held in the Office of Institutional

Research, Planning and Effectiveness. A senior representative for International Programs is responsible for assuring that the Office of Institutional Research, Planning, and Effectiveness files are kept current and will maintain an updated complete list of all active relationships managed or held by International Programs. Any changes in the list of active relationships will be relayed immediately to the Office of Institutional Research, Planning and Effectiveness. A senior representative for International Programs will also maintain necessary records, materials, and / or information required for the IPTLRC to effectively review and verify compliance of relationships with international institutions.

**APPROVED BY: ACADEMIC STEERING COMMITTEE, JANUARY 6, 2009  
(REVISED 5/8/18)**

**OPR: DR. HAL FULMER**