

TCOM Accreditation Operating Procedures	Approved: July 2017
COCA Element 11.6 COCA Annual and Mid-Cycle Reports*	Effective: July 2017 Revised: April 2024

Element 11.6:
A COM having accreditation status must submit specified annual and mid-cycle reports to the COCA.

Procedure Statement: TCOM shall submit annual and mid-cycle reports to the COCA of its success in meeting its mission along with program and student outcomes.

Procedure		Responsible Party
1.	TCOM shall have an Assistant Dean for Assessment and Accreditation.	TCOM Dean
2.	The Assistant Dean for Assessment and Accreditation shall oversee all aspects of accreditation related to educational programs within TCOM.	TCOM Dean
3.	The Assistant Dean for Assessment and Accreditation shall work with HSC and TCOM leadership, faculty, and staff to assure compliance with all accreditation standards.	Assistant Dean, Assessment and Accreditation
4.	Each operational unit within TCOM shall prepare and contribute to the COCA annual and mid-cycle reports as assigned by the Assistant Dean for Assessment and Accreditation.	TCOM Senior Associate Deans TCOM Associate Deans TCOM Assistant Deans TCOM Chairs
5.	The Assistant Dean for Assessment and Accreditation shall oversee the process for compiling data and submitting specified annual and mid-cycle reports to the COCA.	Assistant Dean, Assessment and Accreditation
6.	The mid-cycle report shall be submitted to the HSC Provost for approval prior to submission to the COCA.	TCOM Leadership
7.	The annual and mid-cycle reports will be submitted to the COCA in a format and time determined by the COCA	TCOM Dean Assistant Dean, Assessment and Accreditation