



**SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS  
COMMISSION ON COLLEGES**

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[www.sacscoc.org](http://www.sacscoc.org)

November 4, 2008

Dr. Jack Hawkins, Jr.  
Chancellor  
Troy University  
216 Adams Administration Building  
Troy, AL 36082

Dear Jack:

Thank you for your letter of August 22, 2008 (received in our offices on September 2, 2008), and the prospectus for the off-campus instructional site in Ho Chi Minh City, Vietnam, at the following street address:

Saigon Technical University  
354 Ben Chuong Duong  
Quan 1, TP  
Ho Chi Minh City, Vietnam

Instruction began in fall term, 2006; the following programs are offered:

Associate of Science

Business  
Computer Science

Bachelor of Science

Business Administration  
Computer Science  
Applied Computer Science

The degree programs are delivered in the traditional face-to-face format on a semester basis with a fall, spring, and summer schedule. The schedule and programming are designed to provide maximum opportunity for students to transfer to the Troy, AL campus and vice versa. Students have access to the computer labs at Saigon Technical University (STU). Most students will complete their general studies through STU and transfer those courses into the TU program. It is expected that at least ten percent of the courses will be taught by regular TU faculty. **Please resubmit the faculty roster using the complete name of the course, instead of the two-letter initials and course number. I am puzzled by the roster and the relatively few names of Vietnamese instructors. Six names out of forty-five names on the roster appear to be Vietnamese; the prospectus states that approximately 90% of the courses will**



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**be taught by faculty from STU. Please explain. Action on the proposal will be deferred until we receive the additional information which should reach my office by December 1, 2008.**

Because the site is in operation without the required prior approval, the institution appears to be in violation of Comprehensive Standard 3.12.1. **Please submit to my office by April 1, 2009, five copies of a description of the internal process you have developed to assure timely notification of substantive change to the Commission in the future.** The description of the process, and the fact of the institution's noncompliance with CS 3.12.1, will be forwarded to the Commission for their review and possible action at the June, 2009 meeting.

I hope to see you and your colleagues at our annual meeting in San Antonio in December!

Enclosed is an invoice for \$300 to defray the costs associated with the review of this substantive change.

Best regards,

A handwritten signature in cursive script that reads "Belle".

Belle S. Wheelan, Ph.D.  
President  
Commission on Colleges

BSW/RER:sf

Enclosure

cc: Dr. Joseph H. Silver  
Ms. Carol A. Luthman