

## **TEACH OUT**

ARTICLE NUMBER: 414

LAST APPROVED: May 6, 2019

REFERENCE:

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### PURPOSE

A teach-out plan is required in the event that Tillamook Bay Community College (TBCC) ceases to operate or ceases instruction at one or more locations that provide 100% of at least one-degree program or in one or more degree programs before all students have completed their program of study. When a teach-out is deemed necessary, a teach-out plan must be developed following the requirements set forth by the Higher Education Coordinating Commission (HECC).

Teach-out plans must ensure that TBCC will maintain the necessary experience, resources, and support services to provide an educational program that is of acceptable quality and reasonably similar in content, structure, and scheduling to that promised to the students upon enrollment. Teach out plans must also demonstrate the institution's stability and the ability to carry out its mission and meet all obligations to existing students. Plans must ensure that the program is offered to students without additional charge over what had been previously in place. If another entity is involved in the teach-out, TBCC agrees to provide notification to students of any additional charges. TBCC endeavors to complete all teach-out plans for students. Only in the direst of circumstances would the assistance of another recognized, accredited, college be contacted to provide assistance.

All teach-out plans must be approved by college leadership, the TBCC Board, and the Community College and Workforce Development (CCWD) division of the Higher Education Coordinating Commission (HECC) via WebForms submission. Following approval of a teach-out plan, the Accreditation Liaison Officer will notify the TBCC accreditation body and other stakeholders of the substantive change.