



October 15, 2013

Dr. Dusty R. Johnston, III  
President  
Vernon College  
4400 College Drive  
Vernon, TX 76384

Dear Dr. Johnston:

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) is one of only a few accrediting commissions that conducts a comprehensive review of its institutions every ten years. Most accrediting agencies conduct such reviews every 5 to 7 years. The U.S. Department of Education requires accrediting agencies that it recognizes to monitor its institutions more often to ensure that those having access to federal funds continue to meet the criteria of the USDOE.

To that end, the Commission has developed a Fifth-Year Interim Report. The report has five parts:

- Part I: Signatures Attesting to Integrity (*applicable to all institutions*)
- Part II: An Institutional Summary Form Prepared for Commission Reviews (*applicable to all institutions*)
- Part III: A Fifth-Year Compliance Certification (*applicable to all institutions*)
- Part IV: An additional report (Fifth-Year Follow-Up Report) requested during the institution's previous review by the Commission (*applicable to select institutions*)
- Part V: An Impact Report of the Quality Enhancement Plan (*applicable to all institutions*)

An overview of the review process of the Fifth-Year Interim Report, as well as all forms and related documents, can be accessed on the Commission's website at <http://www.sacscoc.org/FifthYear.asp>.

Your institution is requested to complete Parts I, II, III, and V of the Fifth-Year Interim Report Form (print copy enclosed; electronic form on the web). Parts I and II are self-explanatory. Part III is a mini-version of the Commission's Compliance Certification and asks you to **document** on-going compliance with 17 of the 80 standards in the *Principles of Accreditation*. You may want to refer to the document "Directions and Guidelines for the Completion of Part III of the Fifth-Year Interim Report." This document provides additional guidance for completion of the Compliance Certification and also can be accessed on the Commission's website. Please review it before completing the Report because it explains the requirements for submitting documentation in support of compliance. You may also want to access the newly-updated *Resource Manual* that provides additional guidelines for all the standards and requirements in the *Principles*. This can be found on the website under Publications.



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Part V is the Impact Report regarding the Quality Enhancement Plan that your institution submitted during its last reaffirmation. Directions for the completion of this section can be found on the last page of the enclosed Fifth-Year Interim Report Form.

Because your institution was not requested during its previous review to submit an additional report at the fifth-year period (Fifth-Year Follow-Up Report), you will not be required to complete Part IV as described above. However, self-reported financial information submitted to the Commission in your Institutional Profile for the past three years indicates a number of financial concerns that warrant a review by the Commission. Consequently, please produce two copies of your audits and management letters for fiscal years 2012-2013 and 2013-2014.

As mentioned earlier, the enclosed Fifth-Year Interim Report Form as well as all other information regarding the report can be accessed on the Commission's website at <http://www.sacscoc.org/FifthYear.asp>.

Your institution's report is due **September 15, 2014**, and may be submitted in print form, DVD/CD, or flash drive. Please refer to the General Directions on the Form for more specific information. When submitting your report, please send **eight complete copies** and one print copy of the response without the attachments to your Commission staff member, Dr. Steven M. Sheeley. Your Report will be forwarded to the Committee on Fifth-Year Interim Reports which will convene during the meetings of SACSCOC Board of Trustees in December 2014.

We wish you the best as you complete the Fifth-Year Interim Report. If you have any questions regarding the process or the form, please feel free to contact your Commission staff member.

Sincerely,

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

Belle S. Wheelan, Ph.D.  
President

BSW/ATV:imp

cc: Dr. Steven M. Sheeley  
Dr. Betsy Harkey, Accreditation Liaison (notified by email)

Enclosures