

TO: Academic Council
Dr. Elizabeth Crandall, Chair
College Effectiveness Committee
Betsy Harkey, Chair

FROM: Dusty R. Johnston, President

DATE: January 15, 2019

SUBJECT: SACSCOC Substantive Change

After review by the administrative team and input from division chairs, I am recommending the closure of the off-campus site identified as the Sheppard Learning Center at:

426 5th Avenue, Suite 8
Sheppard Air Force Base, TX 76311

Sheppard Learning Center is listed with SACSCOC as an off-campus instructional site in which the institution offers 25-49% credit hours for a diploma, certificate, or degree. In the last five (5) semesters, minimum enrollment in courses has not been reached in any courses offered at Sheppard Learning Center; therefore, Vernon College is closing Sheppard Learning Center as an off-campus instructional site offering 25-49% credit hours. Students have the opportunity to enroll in courses at nearby Century City Center, Skills Training Center and/or via Distance Education. No “teach-out” plan is required due to the availability of general education components of the Associate in Arts and Associate in Science available offerings at nearby locations (within 15 minutes) and via Distance Education. In addition, no certificate or A.A.S programs have been offered at Sheppard Learning Center that would require a “teach-out plan”. Faculty or staff will not be adversely affected by the closure of Sheppard Learning Center. Since there are currently no students enrolled, I recommend this action be effective July 1, 2019 to meet SACSCOC expected timelines.

In following with Vernon College Substantive Change policy and SACSCOC Substantive Change policy, this recommendation flows to the following for consideration:

- Academic Council
- College Effectiveness Committee
- Vernon College Board of Trustees
- Letter of Notification to SACSCOC President