



*Southern Association of Colleges and Schools  
Commission on Colleges*

**INSTITUTIONAL SUMMARY FORM  
PREPARED FOR COMMISSION REVIEWS**

**GENERAL INFORMATION**

**Name of Institution:** Vernon College

**Name, Title, Phone number, and email address of Accreditation Liaison**

Betsy Harkey, Director of Institutional Effectiveness  
940.552.6291 ext. 2334  
bharkey@vernoncollege.edu

**Name, Title, Phone number, and email address of Technical Support person for the Compliance Certification**

**Run Biz Rep or designated person – next 5<sup>th</sup> year report  
IMPORTANT:**

**Accreditation Activity (*check one*):**

- Submitted at the time of Reaffirmation Orientation
- X Submitted with Compliance Certification for Reaffirmation
- Submitted with Materials for an On-Site Reaffirmation Review
- Submitted with Compliance Certification for Fifth-Year Interim Report
- Submitted with Compliance Certification for Initial Candidacy/Accreditation Review
- Submitted with Merger/Consolidations/Acquisitions
- Submitted with Application for Level Change

**Submission date of this completed document:** February 23, 2018

**EDUCATIONAL PROGRAMS**

1. Level of offerings (Check all that apply)

- Diploma or certificate program(s) requiring less than one year beyond Grade 12
- Diploma or certificate program(s) of at least two but fewer than four years of work beyond Grade 12
- Associate degree program(s) requiring a minimum of 60 semester hours or the equivalent designed for transfer to a baccalaureate institution
- Associate degree program(s) requiring a minimum of 60 semester hours or the equivalent not designed for transfer
- Four or five-year baccalaureate degree program(s) requiring a minimum of 120 semester hours or the equivalent
- Professional degree program(s)
- Master's degree program(s)
- Work beyond the master's level but not at the doctoral level (such as Specialist in Education)
- Doctoral degree program(s)
- Other (Specify) \_\_\_\_\_

2. Types of Undergraduate Programs (Check all that apply)

- Occupational certificate or diploma program(s)
- Occupational degree program(s)
- Two-year programs designed for transfer to a baccalaureate institution
- Liberal Arts and General
- Teacher Preparatory
- Professional
- Other (Specify) \_\_\_\_\_

<b>GOVERNANCE CONTROL</b>
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Check the appropriate governance control for the institution:

- Private (*check one*)
  - Independent, not-for-profit  
Name of corporation OR  
Name of religious affiliation and control: \_\_\_\_\_
  - Independent, for-profit \*  
If publicly traded, name of parent company: \_\_\_\_\_

- X Public state \* (check one)
- X Not part of a state system, institution has own independent board
- Part of a state system, system board serves as governing board
- Part of a state system, system board is super governing board, local governing board has delegated authority
- Part of a state system, institution has own independent board

*\* If an institution is part of a state system or a corporate structure, a description of the system operation must be submitted as part of the Compliance Certification for the decennial review. See Commission policy "Reaffirmation of Accreditation and Subsequent Reports" for additional direction."*

<p><b>INSTITUTIONAL INFORMATION FOR REVIEWERS</b></p>
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**Directions:**

***Please address the following and attach the information to this form.***

**1. History and Characteristics – Next update should be for 5<sup>th</sup> year report**

Provide a brief history of the institution, a description of its current mission, an indication of its geographic service area, and a description of the composition of the student population. Include a description of any unusual or distinctive features of the institution and a description of the admissions policies (open, selective, etc.). If appropriate, indicate those institutions that are considered peers. Please limit this section to one-half page.

On January 20, 1970, a majority of the citizens of Wilbarger County voted to create the Wilbarger County Junior College District. Vernon College (VC) held its first classes in August 1972. The College is an open-enrollment, public community college offering general academic, career and technical education, foundational education, adult basic education, continuing education, and community enrichment programs. Vernon College operates under the authority of the Texas Higher Education Coordinating Board (THECB).

Vernon College updated its mission in 2013 to read, "The mission of Vernon College is teaching, learning, and leading. Vernon College is a comprehensive community college that integrates education with opportunity through our instructional programs and student support services by means of traditional and distance learning modes."

Vernon College serves a twelve-county area of North Central Texas including Archer, Baylor, Clay, Cottle, Foard, Hardeman, Haskell, King, Knox, Throckmorton, Wichita and Wilbarger totaling 10,363 square miles. The College's main campus is located in Vernon, TX the county seat of Wilbarger County. Major distance learning centers are located 50 miles east of Vernon in Wichita Falls at the Century City Center and Skills Training Center. There is also an educational facility at Sheppard Air Force Base in Wichita Falls and another in Seymour, Texas.

The majority of the College's students reside in Wichita and Wilbarger counties. The twelve-county service area is predominantly rural in nature with Wichita Falls being the largest city. Wichita County accounts for 69.49% of the total population within the service area.

The Vernon College student profile is as follows:

<b>Fall 2017 Student Profile</b>			
Student	3008		
Average Age	23.4		
Female	65% (1957)	Part-time	65% (1948)
Male	35% (1051)	Full-time	35% (1060)
<b>Ethnic Composition</b>			
White	61% (1847)		
Hispanic/Latino	24% (719)		
Black/African America	8% (238)		
Asian	2% (65)		
American Indian/Alaskan Native	1% (22)		
International	0% (0)		
Native Hawaiian/Other Pacific Islander	0% (4)		
Race Not Reported	1% (17)		
Two or More Races	3% (96)		

**2. List of Degrees – edit as needed**

List all degrees currently offered (A. S., B.A., B.S., M.A., Ph.D., for examples) and the majors or concentrations within those degrees, as well as all certificates and diplomas. For each credential offered, indicate the number of graduates in the academic year previous to submitting this report. Indicate term dates.

Vernon College offers the Associate of Arts (AA) degree, the Associate of Science (AS) degree, and the Associate of Arts in Teaching (AAT) degree, which provide general academic curricula designed for transfer to a four year university. These associate degrees (AA, AS, AAT) generally correspond to the first two years of a bachelor’s degree program and are 60 semester credit hours (SCH) in length.

Career and Technical Education (CTE) degree programs at the College lead to the Associate in Applied Science (AAS) degree, and programs of shorter duration lead to Certificates of Completion. The AAS degrees are 60 SCH in length. Certificates of Completion are designed to provide students with entry-level job skills and are classified by the Texas Higher Education Coordinating Board (THECB) as CERT1 (15-42 SCH) or CERT2 (30-51 SCH) depending on length and other criteria established by the THECB.

Each of the above degrees or certificates are reported annually on the THECB Graduation Report (CBM009). The report includes all degrees and certificates on the Vernon College active THECB approved Program Inventory as outlined in the Vernon College General Catalog 2017-2018. Previous academic year graduates are reported below:

<b>Only the degree/program and level need to be updated.</b>		<b>Graduates/Completers</b>	
		<b>Next update will be for 5<sup>th</sup> year report</b>	
		Summer 16	Fall 16
<b>Name</b>	<b>Level</b>	<b>Degree</b>	<b>Certificate</b>
<b>Liberal Arts and Sciences (University Transfer):</b>			
Associate in Arts	AA	15	
Associate in Science	AS	109	

Associate of Arts in Teaching	AAT	4	
<b>Career and Technical Education Programs:</b>			
<b>Waiting on SACSCOC approval:</b>			
<ul style="list-style-type: none"> <li>• Paramedic Program Certificate reactivation – Fall 2019</li> <li>• Closure of Administrative Office Technology program – August 2019</li> <li>• Barber, Level 1 Certificate – January 2020</li> <li>• Dental Assisting, Level 1 Certificate – January 2020</li> <li>• Medical Assisting, Level 1 Certificate – January 2020</li> </ul>			
<del>Administrative Office Technology</del>	<del>AAS,CERT1</del>	1	1
Automotive Technology	AAS,CERT1	1	5
Business Management	AAS,CERT1	2	5
Computer and Information Sciences	AAS,CERT1	8	8
Cosmetology	CERT1		17
Emergency Medical Services	AAS,CERT1	3	21
Farm and Ranch Management	AAS,CERT1	4	6
Health Information Management	AAS,CERT2	4	5
Heat, Ventilation, and Air Conditioning	AAS,CERT1	2	14
Industrial Automation Systems	AAS,CERT1	3	12
Machining	CERT1		10
Nursing, RN	AAS	91	
Nursing, LVN	CERT2		101
Pharmacy Technician	CERT2		4
Surgical Technology	AAS,CERT2	13	8
Welding	AAS,CERT1	5	21
<b>Totals by Award</b>		265	238
<b>Grand Total</b>		503	

### 3. Off-Campus Instructional Locations and Branch Campuses **edit as needed**

List **all locations** where 50% or more credit hours toward a degree, diploma, or certificate can be obtained primarily through traditional classroom instruction. Report those locations in accord with the Commission's definitions and the directions as specified below.

**Off-campus instructional sites**—a site located geographically apart from the main campus at which the institution offers **50 % or more** of its credit hours for a diploma, certificate, or degree. This includes high schools where courses are offered as part of dual enrollment. For each site, provide the information below. **The list should include only those sites reported and approved by SACSCOC.** Listing unapproved sites below does not constitute reporting them to SACSCOC. In such cases when an institution has initiated an off-campus instructional site as described above without prior approval by SACSCOC, a prospectus for approval should be submitted immediately to SACSCOC.

Name of Site	Physical Address (street, city,	Date Approved by SACSCOC	Date Implemented	Educational programs offered (specific degrees, certificates, diplomas) with 50% or more	Is the site currently
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	state, country) Do not include PO Boxes.		by the instituti on	credits hours offered at each site	active? (At any time during the past 5 years, have students been enrolled and courses offered? If not, indicate the date of most recent activity.)	
Century City Center (current name)	4105 Maplewood Avenue Wichita Falls, TX 76308 (current address)	Information on this site was included in institutional documentation submitted for reaffirmation of accreditation in 1979 (accreditation reaffirmed in 1979).	1979	General Studies Transfer  <del>Administrative Office Technology</del>  Business Management  Cosmetology  Emergency Medical Services  Health Information Management  Associate Degree Nursing  Licensed Vocational Nursing  Pharmacy	A.A., A.S, A.A.T  <del>A.A.S., Certificate</del>  A.A.S., Certificate  Certificate  Certificate  A.A.S., Certificate  A.A.S.  Certificate  Certificate	Yes

				Technician Surgical Technology	A.A.S., Certificate	
Seymour Learning Center	200 Stadium Dr., Seymour, TX. 76380 (current address)	Information on this site was included in institutional documentation for reaffirmation of accreditation in 1989 (accreditation reaffirmed in 1989).	1984	Licensed Vocational Nursing	Certificate	Yes
Skills Training Center (current name)	2813 Central Expressway East, Wichita Falls, TX. 76302 (current address)	Information on this site was included in institutional documentation submitted for reaffirmation of accreditation in 1979 (accreditation reaffirmed in 1979).	1979	Computer & Information Sciences Heating, Ventilation & Air Conditioning Industrial Automation Systems Machining Welding	A.A.S., Certificate A.A.S., Certificate A.A.S., Certificate Certificate A.A.S., Certificate	Yes

***Institutions with off-campus instructional sites*** at which the institution offers **25-49%** credit hours for a diploma, certificate, or degree—including high schools where courses are offered as dual enrollment—are required to notify SACSCOC in advance of initiating the site. For each site, provide the information below.

Name of Site (Indicate if site is currently active or inactive. If inactive, date	Physical Address (street, city, state, country) Do not include PO Boxes.	Date Notified SACSCOC by SACSCOC	Date Implemented by the institution	Educational programs offered (specific degrees, certificates, diplomas) with 25-49% credit hours offered at each site	Is the site currently active? (At any time during the past 5 years, have students
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of last course offerings and date of projected reopening						been enrolled and courses offered? If not, indicate the date of most recent activity.)
Sheppard Learning Center	Sheppard Air Force Base 426 5 <sup>th</sup> Ave, Suite 8 Burkburnett, TX. 76311 (current address)	Information on this site was included in institutional documentation submitted for reaffirmation of accreditation in 1979 (accreditation reaffirmed in 1979).	1975	General Studies Transfer	A.A., A.S., A.A.T	Yes-No  Notification of closure approval received from SACSCOC effective July 1, 2019
Crowell High School	400 East Logan Crowell, TX. 79227	June 1, 2015	August, 2015	General Studies Transfer	A.A., A.S., A.A.T.	Yes
Iowa Park High School	#1 Bob Dawson Dr. Iowa Park, TX. 76367	May 22, 2014	August, 2014	General Studies Transfer	A.A., A.S., A.A.T.	Yes
S. H. Rider High School	4611 Cypress Wichita Falls, TX. 76310	May 22, 2014	August, 2014	General Studies Transfer	A.A., A.S., A.A.T	Yes
Vernon High School	2103 Yucca Lane Vernon, TX. 76384	May 22, 2014	August, 2014	General Studies Transfer	A.A., A.S., A.A.T	Yes
Wichita Falls High School	2149 Avenue H Wichita Falls, TX. 76309	May 22, 2014	August, 2014	General Studies Transfer	A.A., A.S., A.A.T	Yes
Wichita Falls ISD Career and Education Center	500 E. Hatton Road Wichita Falls, TX 76302	Notification letter received by SACSCOC April 2019 – waiting on approval	August 2019	General Studies Transfer and Technical Education	A.A., A.S., A.A.T., A.A.S., Cert.	

				Courses		
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**Branch campus**—an instructional site located geographically apart and independent of the main campus of the institution. A location is independent of the main campus if the location is (1) permanent in nature, (2) offers courses in educational programs leading to a degree, certificate, or other recognized educational credential, (3) has its own faculty and administrative or supervisory organization, **and** (4) has its own budgetary and hiring authority. **The list should include only those branch campuses reported and approved by SACSCOC.** Listing unapproved branch campuses below does not constitute reporting them to SACSCOC. A prospectus for an unapproved branch campuses should be submitted immediately to SACSCOC.

Name of Branch Campus	Physical Address (street, city, state, country) Do not include PO Boxes.	Date Approved by SACSCOC	Date Implemented by the institution	Educational programs (specific degrees, certificates, diplomas) with 50% or more credits hours offered at the branch campus	Is the campus currently active? (At any time during the past 5 years, have students been enrolled and courses offered? If not, indicate the date of most recent activity.)
N/A					

#### 4. Distance and Correspondence Education **edit as needed**

Provide an initial date of approval for your institution to offer distance education. Provide a list of credit-bearing educational programs (degrees, certificates, and diplomas) where 50% or more of the credit hours are delivered through distance education modes. For each educational program, indicate whether the program is delivered using synchronous or asynchronous technology, or both. For each educational program that uses distance education technology to deliver the program at a specific site (e.g., a synchronous program using interactive videoconferencing), indicate the program offered at each location where students receive the transmitted program. Please limit this description to one page, if possible.

In 2007 Vernon College was approved by its accrediting body, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), to offer distance education. (SACSCOC letter July 6, 2007, SACSCOC letter July 12, 2007.) The SACSCOC letter of July 12, 2007 grants Vernon College permission to offer more than 50% of a degree program via distance learning.

Based on data from the 2017-2018 academic year, the College offered the following programs to traditional students which allows 50% or more of the program to be completed via distance learning.

Program	Degree	Synchronous	Asynchronous	Both Synchronous & Asynchronous	Location of Synchronous Instruction
General Studies Transfer	A.A., A.S., A.A.T.			X	Vernon Campus, Century City Center
Administrative Office Technology	<del>A.A.S.,</del> Certificate		✗		<b>Notification letter received by SACSCOC June 2019, waiting on response</b>
Business Management	A.A. S., Certificate			X	Vernon Campus, Century City Center

Additionally, Vernon College offers or has offered, via distance education, courses contained in the VC core curriculum to 22 service area high schools in accordance with the rules set forth by the Texas Higher Education Coordinating Board. Title 19 of the Texas Administrative Code (TAC) Chapter 4 subchapter D Rule 4.85 and Title 19 of the TAC Chapter 4 subchapter C Rule 4.57, state that ninth through twelfth grade students that demonstrate college readiness as required by the course by achieving the minimum passing standards under the provisions of the Texas Success Initiative Assessment (TSI) are eligible to enroll in dual credit or concurrent college courses.

Of the 22 high schools served by VC in 2016-2017, 19<sup>1</sup> are served either through asynchronous online courses or in a traditional classroom setting with VC faculty embedded on-site or by a combination of both. Two<sup>2</sup> (2) high schools are served by a combination of online (asynchronous) and ITV (synchronous) delivery modes. While students at these high schools can conceivably complete more than 50% of the A.A., A.S., and A.A.T. degrees via

distance learning, there are no high schools at which VC delivers more than 50% of these degrees in a synchronous delivery format.

<sup>1</sup> Archer City High School, Burkburnett High School, ~~Chillicothe High School~~, Christ Academy High School, Crowell High School, Electra High School, Henrietta High School, Hirschi High School, Holliday High School, Iowa Park High School, Midway High School, Northside High School, Notre Dame Catholic High School, Petrolia High School, S.H. Rider High School, ~~Seymour High School~~, Texas Home School, ~~Throckmorton High School~~, Vernon High School, Wichita Christian High School, Wichita Falls High School, Windthorst High School

<sup>2</sup>Electra High School and ~~Petrolia High School~~

## 5. Accreditation – edit as needed

(1) List all agencies that currently accredit the institution and any of its programs and indicate the date of the last review by each.

Program	Accreditation Agency	Date of Last Review
Cosmetology	Texas Department of Licensing and Regulation (TDLR)	May 18, 2017 (Vernon) May 18, 2017 (Wichita Falls)
Associate Degree Nursing	Texas Board of Nursing	April 2015
Licensed Vocational Nursing	Texas Board of Nursing	June 12, 2014  On-site review occurred on September 5-6, 2017  Official documentation April 2018
Surgical Technology	Commission on Accreditation of Allied Health Education Programs (CAAHEP)	November 2016
Pharmacy Technician	American Society of Health-System Pharmacist (ASHP)	February 2015  On-site review occurred on November 20, 2017  Official documentation May-June 2018

Health Information Management	Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)	August 9, 2016
Emergency Medical Services	Texas Department of State Health Services	October 11, 2011
Basic Firefighter Academy	Texas Commission on Fire Protection	March 29, 2005  Current Training Certificate #86
Basic Law Enforcement Academy	Texas Commission on Law Enforcement	January 12, 2017

- (2) If SACS Commission on Colleges is not your primary accreditor for access to USDOE Title IV funding, identify which accrediting agency serves that purpose.

SACSCOC is the primary accreditor for Vernon College access to USDOE Title IV funding.

- (3) List any USDOE recognized agency (national and programmatic) that has terminated the institution's accreditation (include the date, reason, and copy of the letter of termination) or list any agency from which the institution has voluntarily withdrawn (include copy of letter to agency from institution).

No USDOE recognized agency has terminated Vernon College's accreditation and the institution has not voluntarily withdrawn from any agency.

- (4) Describe any sanctions applied or negative actions taken by any USDOE-recognized accrediting agency (national, programmatic, SACSCOC) during the two years previous to the submission of this report. Include a copy of the letter from the USDOE to the institution.

No negative sanctions have been applied or negative actions taken by any USDOE-recognized accrediting agency during the two years previous to the submission of this report.

**6. Relationship to the U.S. Department of Education Next update should be for 5<sup>th</sup> year report**

Indicate any limitations, suspensions, or termination by the U.S. Department of Education in regard to student financial aid or other financial aid programs during the previous three years. Report if on reimbursement or any other exceptional status in regard to federal or state financial aid.

Vernon College has not had any limitations, suspensions, or terminations by the U.S. Department of Education in regard to student financial aid or other financial aid programs

during the previous three years. Vernon College is not subject to any reimbursement or other exceptional status in regard to federal or state financial aid.

**Document History**

*Adopted: September 2004*

*Revised: March 2011*

*Revised: January 2014*