



July 3, 2018

Dr. Sarah Clemmons  
President  
Chipola College  
3094 Indian Circle  
Marianna, FL 32446

Dear Dr. Clemmons:

The following action regarding your institution was taken by the Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) during its meeting held on June 14, 2018:

The SACSCOC Board of Trustees reaffirmed accreditation with a request for a Monitoring Report due **September 7, 2018**. Your institution's next reaffirmation will take place in 2028 unless otherwise notified. The Monitoring Report should address the visiting committee's recommendation applicable to the following referenced standard of the *Principles of Accreditation*:

**Standard 6.2.a (Faculty qualifications) [formerly CS 3.7.1], Recommendation 5**  
*For each of its educational programs, this standard expects the institution to justify and document the qualifications of its faculty members.*

Although the institution provided evidence to support the qualifications of one faculty member to teach only anatomy and physiology courses, the institution did not provide the qualifications for the individual(s) who will be assigned to teach the other courses listed on the roster formerly taught by this individual.

Additionally, although the institution provided the qualifications of the two individuals teaching SLS 1401 in spring 2018, the qualifications for the 20 individuals scheduled to teach the course in the fall 2018 were not provided.

**NOTE:** In the transition from the 2012 to the 2018 edition of the *Principles of Accreditation*, institutions were permitted to use the former standards. For all future reports, the institution must demonstrate compliance with the 2018 *Principles* as required by the Board. Failure to comply with Core Requirements would result in the institution being placed on sanction.

Guidelines for the monitoring report are enclosed. Since it is essential that institutions follow these guidelines, please make certain that those responsible for preparing the report receive the document. If there are any questions about the format, contact the Commission staff member assigned to your institution. When submitting your report, please send five copies to your SACSCOC staff member.

Please note that Federal regulations and SACSCOC's policy stipulate that an institution must demonstrate compliance with all requirements and standards of the *Principles of Accreditation* within two years following SACSCOC's Board of Trustees' initial action on the institution. At the end of that two-year period, if the institution does not comply with all standards and requirements of the *Principles*, representatives from the institution may be required to appear before the Board, or one of its standing



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committees, to answer questions as to why the institution should not be removed from membership. If the Board of Trustees determines Good Cause at that time and the institution has not been on Probation for both years during the two-year monitoring period, the Board may extend the period for coming into compliance for a minimum of six months and a maximum of two years and must place the institution on Probation. An institution may be on Probation for a maximum of two years. If the Board does not determine Good Cause or if the institution does not come into compliance within the specified period of time while on Probation, the institution must be removed from membership. (See enclosed SACSCOC's policy "Sanctions, Denial of Reaffirmation, and Removal from Membership.")

Also, please submit to your Commission staff member, preferably by email, a one-page executive summary of your institution's Quality Enhancement Plan. The summary is due August 15, 2018, and should include on the same page the following information: (1) the title of your Quality Enhancement Plan, (2) your institution's name, and (3) the name, title, and email address of an individual who can be contacted regarding its development or implementation. This summary will be posted to SACSCOC's website as a resource for other institutions undergoing the reaffirmation process.

All institutions are requested to submit an "Impact Report of the Quality Enhancement Plan on Student Learning" as part of their "Fifth-Year Interim Report" due five years before their next reaffirmation review. Institutions will be notified 11 months in advance by the President of SACSCOC regarding its specific due date. Directions for completion of the report will be included with the notification.

We appreciate your continued support of SACSCOC's work and activities. If you have questions, please contact the SACSCOC staff member assigned to your institution.

Sincerely,

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

Belle S. Wheelan, Ph.D.  
President

BSW:kff

Enclosures

cc: Dr. Patricia L. Donat, Vice President, SACSCOC