



SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS
COMMISSION ON COLLEGES

1866 Southern Lane • Decatur, Georgia 30033-4097

Telephone 404/679-4500 Fax 404/679-4558

www.sacscoc.org

January 16, 2004

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PRESIDENT'S OFFICE

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Dr. Monique Amerman
President
Mountain View College
4849 West Illinois Avenue
Dallas, TX 75211-6599

MOUNTAIN VIEW COLLEGE

Dear Dr. Amerman:

The following action regarding your institution was taken at the December 2003 meeting of the Commission on Colleges:

The Commission reaffirmed accreditation and requested a follow-up report due September 22, 2004, addressing the visiting committee's recommendations cited in the following sections of the *Principles*:

Section 3.3.1 (Institutional Effectiveness), Recommendation 2

Document the use of results to improve administrative and educational support services.

Section 3.4.1 (Educational Programs), Recommendation 8

Provide evidence that the institution evaluates the effectiveness of its instructional program. Clarify how programs are "cycled out," and explain the impact of such action on the comprehensive evaluation of instruction.

Section 3.8.3 (Library and Other Learning Resources), Recommendations 21 and 22

Document hiring to fill the Library II position and the Media Distribution Assistant position referenced in the institution's response to the visiting committee's report.

Section 3.10.7 (Physical Resources), Recommendation 23

Document the expenditure of the \$102,120 budgeted for the improvement of laboratories in the physical sciences and biology in 2003/04.

Section 3.10.7 (Physical Resources), Recommendation 24

Document the provision of adequate physical resources for student development services. At the time of the last report, renovation was planned but not yet completed.

Section 3.9.1 (Student Affairs and Services), Recommendation 25

Demonstrate that disciplinary procedures are clearly defined and broadly distributed.



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Section 3.3.1 (Institutional Effectiveness), Recommendation 26
Document regular evaluation of the comprehensive safety plan.

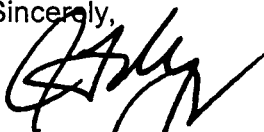
As you know, the *Principles of Accreditation* became effective January 1, 2004. The Commission's December 2003 actions were taken under the *Criteria for Accreditation*. The above action requiring a future report refers to the applicable section of the *Principles*. (An abbreviated copy of the *Principles* is enclosed for your reference.)

Guidelines for the additional report also are enclosed. Because it is essential that institutions follow these guidelines, **please make certain that those responsible for preparing the report receive them. If they have questions about the format, contact the Commission staff member assigned to your institution.** When submitting your report, please send the original and **four copies** to your Commission staff member.

Please note that Federal regulations and Commission policy stipulate that an institution must remedy deficiencies within two years following the Commission's initial action on the institution. At the end of that two-year period, if the institution is not in compliance with the *Principles of Accreditation*, representatives from the institution may be required to appear before the Commission, or one of its standing committees, to answer questions as to why the institution should not be removed from membership. If the Commission determines good cause at that time, the Commission 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. If the Commission does not determine good cause, the institution must be removed from membership. (See enclosed Commission policy "Sanctions, Denial of Reaffirmation, and Removal from Membership.")

We appreciate your continued support of the activities of the Commission on Colleges. If you have questions, please contact the staff member assigned to your institution.

Sincerely,



James T. Rogers
Executive Director
Commission on Colleges

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Enclosures

cc: Dr. Donna K. Wilkinson