



TRINITY VALLEY
COMMUNITY COLLEGE
— ATHENS
100 Cardinal Drive
Athens, Texas 75751
(903) 677-TVCC

TRINITY VALLEY
COMMUNITY COLLEGE
— TERRELL
I-20 at Wilson Road
P.O. Box 668
Terrell, Texas 75160
(972) 563-9573

TRINITY VALLEY
COMMUNITY COLLEGE
— PALESTINE
Hwy. 19 North at 287
P.O. Box 2530
Palestine, Texas 75802
(903) 729-0256

TVCC
HEALTH SCIENCE CENTER
800 Hwy. 243 West
Kaufman, Texas 75142
(972) 932-4309

MEMORANDUM

To: Ron Baugh, Dr. Jan Huffstutler, Dr. Rip Drumgoole, Cherre Watson, Jerry King, Ray Williams, Gayla Roberts, David Hubbard, Collette Hilliard, Janice Sutton, Helen Reid, Max Logan, Linda Gann, Sherry Nusko, Brenda House, Marc Robinson

From: Jeremy McMillen,
Dean of Planning and Institutional Effectiveness

Date: April 14, 2005

Re: SACS Compliance Certification Team Meeting (5/3/2005)

We are quickly moving towards our SACS Compliance Certification Report deadline of March 15, 2006. To facilitate our communications on progress towards this goal, I am calling a meeting at 2:00 on Tuesday, May 3, 2005 in the Conference Room in the Administration Building (Athens Campus).

The purpose of this meeting is to allow you to:

- (a) report your progress towards documenting compliance,
- (b) ask any questions that have emerged since you have been working on your portion of the SACS Compliance Certification, and
- (c) discuss any issues that you have uncovered that need to be addressed as an institution.

Please come prepared to discuss your particular area. If you are uncertain of what you are responsible for, please visit the following website:

<http://www.tvcc.edu/sacs/Audit/Statements/index.html>

To view the key milestones that we need to reach in order to be successful in this process, please visit the following website:

http://www.tvcc.edu/sacs/Audit/CCD_process.htm

To view more information regarding the Compliance Certification, you may visit the SACS website at: <http://www.tvcc.edu/sacs>

I appreciate the work you are doing to ensure that we have a successful Compliance Certification Report. As you know, your participation in this process is vitally important to the future of TVCC.