

M E M O

TO: T. D. C. J. VOCATIONAL STAFF

FROM: DR. SAM HURLEY *SH*

RE: S. A. C. S. MEETING

DATE: MAY 3, 2005

Dr. Jeremy McMillen has scheduled a meeting to discuss the Southern Association of Colleges and Schools (SACS) accreditation process that will require our involvement. Plan to bring pen and paper to the Calhoun Building, Room 111, on the TVCC Palestine Campus at 1 PM, Thursday, May 19<sup>th</sup>. The meeting should last approximately three hours and will involve the objective and assessment process. Please cancel your classes for that day and notify Unit officials.

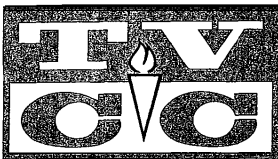
Let's make the most of this meeting to insure our commitment to the S. A. C. S. accreditation process.

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M E M O

TO: T.D.C.J. VOCATIONAL STAFF  
FROM: DR. SAM HURLEY *SA*  
RE: SACS (06-07) LEAPS WORKSHOP  
DATE: MAY 16, 2006

I have scheduled a meeting with Jeremy McMillen, Dean of Institutional Effectiveness, to discuss and advise our Division regarding student learning outcomes and L. E. A. P. S. for 2006-07. Your 05-06 L. E. A. P. S. are attached along with 2004-05 departmental goals. Please review these materials and be prepared to complete the upcoming periods of instruction during this workshop.

Plan to bring pen, paper, and these materials to the Calhoun Building, Room 111, on the TVCC Palestine Campus at 11:00 AM, Wednesday, May 31<sup>st</sup>. The meeting should last approximately three hours. Please cancel your classes for that day and notify Unit Officials.

Let's jump in and get this next phase of our S. A. C. S. accreditation finished as quickly and completely as possible. Thanks for your cooperation.