

February 20, 2017

Dear Off-Site Reviewer for Cluster 5 Institutions,

Thank you for participating in the SACS-COC peer review process and taking your time to review our Compliance Certification for Reaffirmation.

The following serves as instructions for using the enclosed thumb drive to access the Compliance Certification reports. Upon inserting the thumb drive into your computer you should see several file folders that hold the content of the website and an INDEX link. Click on the INDEX link which will bring you to the main Cover page of the website. This page will provide the following links for your review:

- Navigation instructions and contact information
- Part I – Signature Attesting to Compliance
- Part II – List of Substantive Changes Approved Since the Last Reaffirmation
- Part III – Institutional Assessment of Compliance (Compliance Certification Reports)
- Part IV – Institutional Summary Form
- 2016-17 SPC College Catalog
- 2016-17 Organizational Chart

Part III brings you to the table of contents of all of the reports. In addition, the entire menu of reports is located on the top of each page using a drop down menu, broken down by the Core Requirements, Comprehensive Standards, and Federal Requirements (or you can use the links at the bottom). Finally, on the bottom right of each page is a “scroll to the top” arrow to ease transition to the next standard.

Each standard is organized so that the links within the text bring you to PDF versions of the supporting evidence to preserve its integrity. The links at the bottom of the standard bring you to live versions of the supporting evidence. You can also access the report in its entirety at <https://sacs.spcollege.edu> if you prefer. This website requires internet access and mimics what is found on the thumb drive.

Within the IE standards, though samples of assessment reports have been provided, the live link to the Educational Outcomes website has been provided, along with PDF instructions on how to use the site should you like to see a wider variety.

Should you require help with technical support or would like to request print materials, please contact:

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727-341-3118
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Thank you,

Sabrina Crawford
Executive Director Institutional Research and Effectiveness
SACSCOC Liaison