

## Welcome

Northwestern State University is pleased to submit its Revised Focused Report for Reaffirmation of Accreditation by the Southern Association of Colleges and Schools (SACS) Commission on Colleges. This Revised Report results from Dr. Wheelan's letter to NSU President, Dr. Randall Webb, received on January 26, 2007, advising the University of its options for handling recent changes to the Principles of Accreditation as amended at the December 2006 SACS-COC Annual Meeting in Orlando. The University is providing its submission in a bound copy and electronically as part of its Reaffirmation Web site. This document replaces the Focused Report received by you on January 29, 2007.

Northwestern's revised submission is available on the World Wide Web at <http://sacs.nsula.edu/shell/>. The Revised Focused Report includes:

- Responses for the seven standards identified as non-compliant in the off-site report, with revisions based on SACS-COC changes noted in red;
- revised responses for those standards with significantly revised wording and notes to standards (as identified in the *Executive Summary of Changes to the Principles of Accreditation*). Revisions based on SACS-COC changes are noted in red. Responses to these standards were determined to be "compliant" by the Off-Site Review Team in November 2006;
- the *Revised Roster of Instructional Faculty*;
- the required Institutional Summary; and
- the required Signature Document.

Links within the responses provide additional documentation when appropriate.

The Reaffirmation Web site also contains the entire Compliance Certification Report, as well as all documentation in the form of Web links. The site also includes the original Signature Page, the original Institutional Summary, and the original Faculty Credentials database submitted as part of the Compliance Report. The *2005-2006 University Catalog*, and other supporting documents (Resource Room), including the *Faculty, Student, Staff, and Fiscal Policy and Procedures* handbooks to name a few, can be found on the Web site as well. In addition, the site also includes the Focused Report received by you on January 29, 2007.

## Hardware and Software You Will Need

In order to read and navigate Northwestern's electronic submission of the Revised Focused Report, you will need the following:

- An Internet connection *A T1 connection or broadband is recommended but not required\**
- A standard Web browser *Internet Explorer 5.5 (or greater) or Netscape Navigator 6.0 (or greater)*. The pages were developed for Internet Explorer;

*therefore, some styles or formatting may not appear correctly in Safari or Netscape.*

- Adobe Acrobat Reader 6.0 *Adobe Acrobat Reader is free software available at: <http://www.adobe.com/products/acrobat/readstep2.html>*

- Microsoft Word Reader (for a limited number of supporting documents)

- Microsoft Excel Reader (for a limited number of supporting documents)

*\*Because some of the supporting document files are large, it may take a few minutes to open and view these documents if using a dial-up connection (28.8 or 56K connections).*

## **General Navigation Tips**

### ***Revised Focused Report***

The Reaffirmation Web site provides links to the individual responses for each standard deemed non-compliant and each standard with significant revised wording and notes to standards. Each standard is available by selecting its assigned number. Each response includes, via hyperlinks, relevant supporting documentation. All supporting documentation linked in the Revised Focused Report will open in a separate window.

- Many of the documents provided are “.pdf” files, accessible only through Adobe Acrobat Reader. If you do not have this software installed on your computer or you do not have version 6.0, you will need to download and install this free software from Adobe at: <http://www.adobe.com/products/acrobat/readstep2.html>.
- Follow the instructions provided for downloading. Page number references refer to the actual page number located on the documents themselves, not the page number listed at the bottom of the Acrobat Reader window. You will find several tools in Acrobat Reader especially helpful:
  - *Bookmarks.* The bookmark tab is located on the left hand side of the window and should automatically open with longer documents. Bookmarks allow faster navigation to particular sections of the document.
  - *Image size.* Located on the top tool bar, the image size of the document can be magnified by clicking on the “+” button.
  - *Continuous or single page view.* On the bottom tool bar are several icons that look like pages. Clicking on the Continuous icon will allow you to easily scroll from page to page using the hand tool.

### ***Reference Room***

The Reference Room gives quick access to general information about Northwestern, including the *University's Catalog, Faculty, Student, and Staff* handbooks, *Electronic Fact Book*, Course Syllabi Display, Faculty Credentials, and Faculty Resume Viewer.