

**University Financial, Information Technology and Physical Resources
Working Group Meeting
May 22, 2026 at 2:30-3:15pm
Microsoft Teams**

Attendees: Paula Austell, Hillary Campbell, Robert Clarke, Brandon Davidson, Arnold Duenes, Nicole Harrington, Raúl Hinojosa, Nate Howe, Kelly Kinnard, Emily Lacy, Stephanie McCane, Clark Meyer, Melody Monjazebe, Tiffany Parker, Shane Solis, Toni Stephens, Brent Tourangeau, Vy Trang

Absent: Cheryl Friensehahn, Jeremy Head, Vince Yauger

Accreditation Reaffirmation Process Overview: Dr. Raúl Hinojosa provided an overview of the University's SACSCOC accreditation reaffirmation process, explaining the purpose, structure, and responsibilities of the working groups, and outlined the roles of members including Melody Monjazebe as Chair and Vy Trang as a collaborator from the Office of Institutional Success and Decision Support (OISDS).

Accreditation Cycle Explanation: Dr. Hinojosa explained that the University undergoes a SACSCOC accreditation reaffirmation every ten years, requiring a Compliance Certification Report (CCR) to demonstrate adherence to accreditation Principles, with the next reaffirmation scheduled for 2028.

Working Group Structure: Dr. Hinojosa described the formation of six working groups, each tasked with addressing specific *Principles of Accreditation* in the CCR. He noted that Melody Monjazebe will serve as Chair for the University Financial, Information Technology and Physical Resources Working Group, with Dr. Hinojosa acting as the accreditation liaison.

Roles and Responsibilities: Dr. Hinojosa outlined the roles within the working group: Chairs coordinate meetings, assign deliverables, and author draft narratives, while members are responsible for collecting evidence, reviewing drafts, and providing input based on their expertise.

Identifying Compliance Gaps: Dr. Hinojosa emphasized that the working group must identify areas where compliance may be lacking, address risk areas, and recommend process or policy improvements as part of their review.

Resources and Guidance for Accreditation: Dr. Hinojosa discussed key resources available to the working group, including the *SACSCOC Resource Manual for the Principles of Accreditation*, presentations from annual meetings, the UT Dallas SACSCOC website, and support from OISDS and other institutional contacts, with Vy Trang assisting in resource organization.

SACSCOC Resource Manual: Dr. Hinojosa highlighted the importance of the SACSCOC *Resource Manual for the Principles of Accreditation*, which provides detailed descriptions, rationale, notes, questions to consider, and sample documentation for each *Principle of Accreditation*, and advised members to familiarize themselves with relevant sections.

SACSCOC Annual Meeting Presentations: Dr. Hinojosa shared that presentations collected from the SACSCOC Annual Meeting offer additional insights into addressing specific Principles, and links to these resources will be provided via a Box folder.

UT Dallas SACSCOC Website: Dr. Hinojosa noted that the UT Dallas SACSCOC website is being refreshed and contains links to SACSCOC documents, previous working group proceedings, membership lists, and final narratives from prior reaffirmations, but cautioned against using past reports as primary guides due to changes in Principles.

Support from OISDS and External Contacts: Dr. Hinojosa explained that OISDS, including Vy Trang, will provide logistical and technical support, and that he can consult with other UT System liaisons and the SACSCOC Vice President for guidance on complex issues.

Assigned Principles of Accreditation: Dr. Hinojosa detailed the six *Principles of Accreditation* assigned to the working group, covering student debt, financial resources, financial statements, financial management, compliance with federal and state laws, and physical resources. Direct access to relevant resource manual excerpts is provided via a BOX folder.

Principle 12.6 Student Debt: Dr. Hinojosa explained that Principle 12.6 requires the University to address how students are informed about their debt and their ability to pay it off in a timely manner.

Principles 13.1–13.3 Financial Responsibility: Dr. Hinojosa described that Principles 13.1, 13.2, and 13.3 focus on sound financial resources, sharing financial statements and audits, budget development and tracking, and ensuring secure and appropriate financial management practices.

Principle 13.6 Federal and State Responsibilities: Dr. Hinojosa stated that Principle 13.6 involves demonstrating compliance with federal and state laws, particularly Title IV programs and funding.

Principle 13.7 Physical Resources: Dr. Hinojosa outlined that Principle 13.7 covers campus master planning, maintenance, adequacy and utilization of physical spaces, safety and security, and information technology infrastructure, with multiple members expected to contribute.

Resource Manual Excerpts: Vy Trang has organized and provided direct links to *Resource Manual* excerpts for each assigned Principle, making it easier for members to access relevant information and documentation requirements.

Timeline and Key Milestones: Dr. Hinojosa presented the timeline for the accreditation reaffirmation process, including differentiated review approval, draft and final narrative deadlines, off-site and on-site reviews, and the final SACSCOC decision, with specific dates and expectations for working group deliverables.

Differentiated Review Approval: Dr. Hinojosa announced that the University has been approved for differentiated review, reducing the number of Principles to address from over 70 to about 40, including all core requirements.

Draft Submission Deadlines: Dr. Hinojosa specified that the first draft of working group narratives is due October 23, 2026, with OISDS review and feedback in November 2026, a second draft due by the end of February 2027, and final submissions by April 30, 2027.

Final Submission and Review: Dr. Hinojosa explained that after final working group submissions, OISDS will consolidate the drafts into a single narrative, ensure technical compliance, and prepare a public version for the September 8, 2027 submission deadline.

Off-Site and On-Site Reviews: Dr. Hinojosa described that an off-site peer review will occur at the end of October 2027, followed by a site visit from March 20-23, 2028, during which working group members may be interviewed.

Final Decision Date: Dr. Hinojosa stated that the final SACSCOC reaffirmation decision will be announced on December 5, 2028 at the SACSCOC Annual Meeting.

Meeting Cadence and Next Steps: Dr. Hinojosa and Monjazebe discussed establishing a monthly meeting cadence for the working group, with potential subcommittee meetings for physical resources, and instructed members to review relevant principles and begin identifying evidence, with Vy Trang assisting in scheduling and resource organization.

Preparation for Next Meeting: Dr. Hinojosa instructed members to review the *Principles of Accreditation* and the *Resource Manual*, particularly those relevant to their roles, and to begin identifying potential evidence for submission.

Document Submission Process: Dr. Hinojosa clarified that evidence should not be sent yet, as a formal process using Box and a specific naming convention will be established for document uploads.

Scheduling and Action Plan: Dr. Hinojosa stated that Vy Trang will assist in scheduling the next meeting and that an action plan will be developed to break up tasks among members.

Anticipated Changes to Accreditation Principles: Nate Howe inquired about potential updates to the SACSCOC *Resource Manual*, and Dr. Hinojosa explained that changes are expected at the

end of the year, but the new President may provide transition guidance, minimizing impact on the current cycle.

Follow-up tasks

Previous Accreditation Submissions Access: Share previous compliance certification reports (e.g., 2018 submission) with working group members for review. (Dr. Hinojosa)