



The Higher Learning Commission

A Commission of the
North Central Association
of Colleges and Schools



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Serving the common good by assuring and advancing the quality of higher learning

April 29, 2010



President Roger L. Taylor
Knox College
2 East South Street
Galesburg, IL 61401

Dear President Taylor:

This letter is formal notification of the action taken concerning Knox College by The Higher Learning Commission. At its meeting on April 19, 2010, the Institutional Actions Council (IAC) voted to continue the accreditation of Knox College and to adopt any new items entered on the attached Statement of Affiliation Status (SAS). The Commission Board of Trustees validated the IAC action through its validation process concluded on April 29, 2010. The date on this letter constitutes the effective date of your new status with the Commission.

The IAC suggested that the College consider using the attached format that is currently being used by the financial panel for the contingency report on financial ratios if a report is needed.

I have enclosed your institution's *Statement of Affiliation Status (SAS)* and *Organizational Profile (OP)*. The SAS is a summary of your organization's ongoing relationship with the Commission. The OP is generated from data you provided in your most recent (2009-10) Annual Institutional Data Update. If the current Commission action included changes to the demographic, site, or distance education information you reported in your Annual Institutional Data Update, we have made the changes on the *Organizational Profile*. No other organizational information was changed.

The attached *Statement of Affiliation Status* and *Organizational Profile* will be posted to the Commission website on Monday, May 24. Before this public disclosure however, I ask that you verify the information in both documents and inform Robert R. Appleson, your staff liaison, before Friday, May 21 of any concerns that you may have about these documents. Information about notifying the public of this action is found in Chapter 8.3-3 and 8.3-4 of the *Handbook of Accreditation, Third Edition*.

Please be aware of Commission policy on planned or proposed organizational changes that require Commission action before their initiation. You will find the Commission's change policy in Chapter 7.2 of the *Handbook of Accreditation*. I recommend that you review it with care and, if you have any questions about how planned institutional changes might affect your relationship with the Commission, that you write or call Robert R. Appleson.

On behalf of the Board of Trustees, I thank you and your associates for your cooperation.

Sincerely,

Sylvia Manning
President

Enclosures: Statement of Affiliation Status
Organizational Profile
Financial Panel Recovery Format

cc: Evaluation Team Members
Chair of the Board

The institution should integrate any specific request made by the Financial Panel into the following Financial Panel Recovery Format:

- Identify the components of the ratios that are contributing to the low composite scores.
- Determine the revenue and expense components that have the greatest impact on the institution's financial health (e.g., enrollments, salaries and benefits, annual fund, capital, cash flow, margins, reserves, and debt requirements).
- Identify specific strategies that would be incorporated into a financial recovery plan designed to improve the composite score (i.e., financial health) along with a timeline necessary to improve the composite score.
- Develop and implement a Financial Recovery Plan, as soon as possible, that will sustain operations. The plan needs to be validated with the president's and chair of the governance board's signatures, which may be in an electronic format.
- Include with the report the following supporting documents: the most recently completed audit and required communications to the board, e.g., SAS 61 letter, management letter and response, and the A-131 Report.



STATEMENT OF AFFILIATION STATUS

KNOX COLLEGE
2 East South Street
Galesburg, IL 61401

Affiliation Status: Candidate: Not Applicable
Accreditation: (1913 - .)

PEAQ PARTICIPANT

Nature of Organization

Legal Status: Private NFP
Degrees Awarded: B

Conditions of Affiliation:

Stipulations on Affiliation Status: None.
Approval of New Additional Locations: Prior Commission approval required.
Approval of Distance Education Degrees: Prior Commission approval required.
Reports Required: Contingency Report: Report due December 31 of any year for which the second consecutive Composite Financial Ratio falls below 1.5.
Monitoring Report: 04/30/2013; A report on program review and student learning outcomes.
Other Visits Scheduled: None.

Summary of Commission Review

Year of Last Comprehensive Evaluation: 2009 - 2010
Year for Next Comprehensive Evaluation: 2019 - 2020
Date of Last Action: 04/29/2010



ORGANIZATIONAL PROFILE

KNOX COLLEGE
2 East South Street
Galesburg, IL 61401

Enrollment Demographics (by headcount) (HLC Posted: 04/21/2010)

	<u>Full-Time</u>	<u>Part-Time</u>
Undergraduate:	1384	23
Graduate:	0	0

Educational Programs (HLC Posted: 04/21/2010)

		<u>Program Distribution</u>	<u>Total Awarded</u>
Leading to Undergraduate degrees:	Associate	0	0
	Bachelors	39	289
Leading to Graduate degrees:	Masters	0	0
	Specialist	0	0
	Doctoral	0	0
Certificate Programs:		0	0

Dual Enrollment (HLC Posted: 04/21/2010)

Headcount in all dual enrollment (high school) 0

Off-Campus Activities (HLC Posted: 04/21/2010)

In-State: Campuses: None
 Additional Locations: None
 Course Locations: None

Out-of-State: Campuses: None
 Additional Locations: None
 Course Locations: None

Out-of-U.S.: Campuses: None
 Additional Locations: None
 Course Locations: None

Distance Education Programs (HLC Posted: 04/21/2010)

None

Correspondence Education Programs (HLC Posted: 04/21/2010)

None