

Sent via email: [ssulhoff@tfc.edu](mailto:ssulhoff@tfc.edu), [rmyers@tfc.edu](mailto:rmyers@tfc.edu), [kclements@tfc.edu](mailto:kclements@tfc.edu)

December 12, 2024

Dr. Staci Sulhoff  
Department Chair  
Department of Business Administration  
Toccoa Falls College  
107 Kincaid Drive  
Toccoa Falls, GA 30598

Dear Dr. Sulhoff:

At its December 2024 meeting, the IACBE Board of Commissioners considered your request for the accreditation of the business programs offered by the Department of Business Administration at Toccoa Falls College. I am pleased to report that the Board of Commissioners approved your request and granted first-time specialized accreditation to the business program(s) as identified in the “Business Programs” table below, accompanied by the following note(s) and observation(s).

### **Notes**

Notes are an indicator that while the program is in compliance with the Principles, additional monitoring is warranted. The Department of Business Administration is required to take action as specified below and respond to the IACBE **no later than February 17, 2025**. (unless another due date is indicated within the Note). Responses must be submitted via the online platform available on our website: <https://iacbe.org/accreditation/compliance/note-compliance/> All documents must be provided in English.

*No Notes were identified by the Board of Commissioners.*

### **Observations**

Observations are suggestions for further quality enhancements that the Board of Commissioners believes would be helpful for you in achieving excellence in business education but are not required for compliance with the IACBE’s Accreditation Principles. Action on observations is optional, and reporting is not required.

### **Principle 5: Business Faculty Characteristics, Activities, and Processes**

IACBE expects that business education programs are delivered by highly qualified faculty who hold an appropriate combination of degrees and/or professional experience relevant to their subject areas of teaching. IACBE recognizes three classifications of faculty qualifications: Academically Qualified, Professional Qualified, and Other. Refer to the Resources section of the Self-Study manual for details.

1. The Faculty Qualification Table submitted in the Self-Study contains several Professionally Qualified (PQ) faculty members who are incorrectly categorized as Academically Qualified (AQ). It is recommended that the table be revised using the Faculty Qualifications Decision Tree as a guide.

Additionally, upon completion of the review the Board of Commissioners voted to not require an on-site follow-up visit.

Accreditation represents a continuing relationship between an institution and its accrediting organization. Specialized program accreditation by the IACBE is dependent upon your institution remaining (i) in good standing with your institutional accrediting body and (ii) in compliance with the IACBE’s Accreditation Principles and Policies.

**Your Approved Period of Accreditation is: December 3, 2024 – December 31, 2031**

In addition to the annual compliance reports, all accredited members of the IACBE are required to submit an Interim Quality Assurance Report (IQAR) during their period of accreditation. The IQAR for the Department of Business Administration will be due by November 1, 2027. For more information on these reports, please refer to the IACBE website under Accreditation > Compliance.

The following language must be used on the Department of Business Administration homepage, where “[status page](#)” is a hyperlink to your IACBE status page at <https://iacbe.org/memberpdf/ToccoaFallsCollege.pdf>

*The Department of Business Administration at Toccoa Falls College has received specialized accreditation for its business programs through the International Accreditation Council for Business Education (IACBE) located at 11960 Quivira Road in Overland Park, Kansas, USA. For a list of accredited programs please view our IACBE Member [status page](#).*

If the list of accredited programs is provided in other official print publications, the following notice pertaining to your accreditation status with the IACBE must be used.

*The Department of Business Administration at Toccoa Falls College has received specialized accreditation for the following business programs through the International Accreditation Council for Business Education (IACBE) located at 11960 Quivira Road in Overland Park, Kansas, USA. The IACBE grants accreditation for business and accounting programs only. Locations and delivery modes for program offerings are at the sole discretion of the Member.*

<b>Business Programs</b>
Bachelor of Science in Business Administration
Bachelor of Science in Business Administration with concentrations in: <ul style="list-style-type: none"> <li>• Entrepreneurship</li> <li>• Marketing</li> <li>• Management</li> </ul>
Bachelor of Science in Non-Profit Business Administration
Bachelor of Science in Organizational Leadership
Bachelor of Science in Sport Management
Associate of Arts in Business Administration

As a reminder, within 30 days of the date of this letter, those granted First-Time accreditation are required to come into compliance with the two IACBE annual reporting requirements: update and publish the Public Disclosure of Student Achievement, and submission of the WebPath Notification form.

1. Each Academic Business Unit must publicly report at least one IACBE-approved student achievement measure on an annual basis for each IACBE accredited program. The disclosure must include results, and the business unit's expectation for those results, from the most recently concluded academic year. A template to the student achievement disclosure form is provided on the IACBE website: <https://iacbe.org/accreditation/compliance/public-disclosures/>
2. Once the updated disclosure is posted to your website, you are required to submit the Web Path Notification Form that informs the IACBE of the path that a member of the general public would take to get to 1 – the updated Public Disclosure of Student Achievement, and 2 – any statement of IACBE-accreditation published on the institution's website. The form is provided on the IACBE website at <https://iacbe.org/accreditation/compliance/web-path-notification>

More information on these requirements can be found in the Member Resource section of the IACBE website.

The Department of Business Administration will be publicly recognized for achieving accreditation for these programs at the 2025 IACBE Annual Conference and Assembly Meeting to be held on April 3-5, 2025, in Indianapolis, Indiana, USA. We very much look forward to seeing you there.

We encourage the business faculty in the Department of Business Administration to be actively involved in the IACBE's professional development programs and activities, including participation in the IACBE's Annual Conference and Assembly Meetings, regional conferences, and workshops, and serving as site-visit team peer reviewers.

If you have any questions or if we can be of assistance, please feel free to contact your liaison, Laurie Yates, at [lyates@iacbe.org](mailto:lyates@iacbe.org), or 913-631-3009.

Sincerely,



Sharon Beaudry, Chair  
Board of Commissioners

c: Robert M. Myers, President  
Kieran Clements, Vice President of Academic Affairs