



August 31, 2015

Dr. Adena Williams Loston
President
Saint Philip's College
1801 Martin Luther King Drive
San Antonio, TX 78203

Dear Adena:

Thank you for your letter and prospectus of March 30, 2015, notifying SACSCOC of your intention to offer 50% or more of the credits for the Associate of Arts degree program at a new Early College High School off-campus instructional site, effective fall 2015. The address of the site is:

Brackenridge High School
4900 Eagleland Drive
San Antonio, TX 78210

St. Philip's College (SPC) has a long history of dual enrollment offerings across its service area, including with the San Antonio Independent School District (SAISD). The College currently offers some dual enrollment courses at Brackenridge High School and the new partnership with the SAISD will create an Early College High School at the Brackenridge campus.

The College will offer the Associate of Arts with a concentration in International Studies degree program at the campus. The degree program will require the completion of 60 credit hours. Along with general education courses in English, math, physical science, language, creative arts, American history, political science, and social science, the program requires the completion of additional coursework in communication, languages, history, and economics.

While a list of the faculty names and their subject area (for example, math) was submitted, a Faculty Roster Form was not submitted describing the qualifications and assigned coursework for each faculty member teaching at the site. **Please submit a Faculty Roster Form providing the faculty qualifications and the coursework assigned for faculty members teaching at the off-campus instructional site.** For information on the Faculty Roster Form please see *Substantive Change for SACSCOC Accredited Institutions*, p. 27, number 5.

Library and learning resources appear to be adequate for the degree program offered at the site. Standard library resources include adequate library staff, print and electronic materials, computer equipment, instructional services, and library consortia agreements. Discipline-specific resources for standard programs in general education are provided both by the College and at the high school.

Student support services also appear to be adequate for the degree program. Students have access to these programs at the College and through the SPC website. Along with standard academic support services, these include a First Year Experience Center, a Welcome Center, a Tutoring and Technology Center, a Student Health Center, disability resources, career and transfer services, and counseling services.



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Physical resources and financial support appear to be adequate for the program at the new high school off-campus instructional site. Brackenridge High School is a campus in the historic King Williams District south of the San Antonio's downtown area. A wide range of buildings and classroom space are available on the campus. A new Career and Technology Building houses career pathway areas for numerous careers. Budgeted expenditures for the program at the site are covered by funding from the state based upon contact hour generation through enrollment in the college programs.

Evaluation and assessment are achieved through a standard institutional effectiveness process. The institution uses integrated and cyclical processes that include strategic planning and operational unit and assessment planning. Institutional assessments are specific to educational programs and include student learning outcomes assessment and instructional unit review. St. Philips defines its Institutional Student Learning Outcomes (ISLOs) based on the five intellectual competencies specified by the Texas Higher Education Coordinating Board: reading, writing, speaking, listening, and computer literacy. Student learning outcomes for all of these competencies are embedded in the College's general education curriculum, of which the A.A. program at Brackenridge High School is a part.

We defer action concerning the Brackenridge High School off-campus instructional site pending review of the above requested information. Please provide this information as soon as possible so as to prevent any further delay in the review of the program.

Enclosed is an invoice for \$500 to help defray the cost of reviewing the prospectus.

Best regards,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.
President

BSW/LCS:efk

Enclosure

cc: Dr. Maria Hinojosa, Director of Institutional Planning, Research, and Effectiveness
Dr. Pat L. Donat