



ALAMO COLLEGES DISTRICT
St. Philip's College

Office of the President

May 10, 2019

Dr. Belle Wheelan, President
Southern Association of Colleges and Schools
Commission on Colleges
1866 Southern Lane
Decatur, GA 30033

Dear Dr. Wheelan,

In keeping with the Southern Association of Colleges and Schools' Principles of Accreditation: Foundations for Quality Enhancement, St. Philip's College is pleased to notify you of a programmatic substantive change anticipated for fall 2020. The change relates to Substantive Change Procedure One: The Review of Substantive Changes Requiring Approval Prior to Implementation.

St. Philip's College requests SACSCOC approval to offer a Cardiac Sonography Advanced Technical Certificate (ATC). The proposed Cardiac Sonography Advanced Technical Certificate program will serve two purposes: 1) offer students skills and knowledge for career preparation and 2) award credits that students may apply to additional educational/career readiness programs as detailed in the prospectus.

This program gained approval from St. Philip's College Curriculum Committee on May 3, 2018 and Alamo College [District] Curriculum Council on May 7, 2018 (Appendix B and C), and the Texas Higher Education Coordinating Board (THECB) approval is pending (Appendix D).

I look forward to working with you and your staff to ensure that St. Philip's College continues to comply with the Commission's guidelines. Please let me know if you have any questions or need any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Adena Williams Loston".

Adena Williams Loston, Ph.D.

President

cc: Maria Hinojosa, Ed.D. SACSCOC Accreditation Liaison, St. Philip's College

Cover Sheet for Submission of
**Substantive Changes
 Requiring Approval**

COMPLETE ONE FORM PER PROSPECTUS OR APPLICATION SUBMITTED.
 For questions about this form, contact the Substantive Change Office at 404.679.4501, ext. 4526, or email Dr. Kevin Sightler at ksightler@sacsoc.org

Complete, attach to submission, and send to:
 Dr. Belle Wheelan, President
 Southern Association of Colleges and Schools
 Commission on Colleges
 1866 Southern Lane
 Decatur, GA 30033

OFFICIAL NAME OF INSTITUTION

St. Philip's College

MAIN CAMPUS CITY + STATE (OR NON-U.S. COUNTRY)
 San Antonio, TX

SUBMISSION DATE
 (MM/DD/YYYY)

05/10/2019

INTENDED STARTING DATE (MM/YYYY)

08/2020

Type of change (check the appropriate boxes)

<input checked="" type="checkbox"/>	New program at the current degree level that is a significant departure from current programs		
	FULL NAME OF PROPOSED PROGRAM (E.G., CERTIFICATE IN CYBER SECURITY, BACHELOR OF SCIENCE IN CIVIL ENGINEERING) Cardiac Sonography Advanced Technical Certificate		
<input type="checkbox"/>	New off-campus instructional site where 50% or more of a program's credits are offered		
	SITE NAME	CITY	STATE
	STREET ADDRESS	ZIP	COUNTRY
	Will the site be a branch campus? (see Substantive Change Policy, p. 16, for definition)		<input type="radio"/> Yes <input checked="" type="radio"/> No
<input type="checkbox"/>	Distance delivery: approval of the institution to offer 50% or more of programs electronically for the first time		
<input type="checkbox"/>	Competency-based educational program in which 50% or more of the credit is offered by direct assessment (see "Direct Assessment Competency-based Educational Programs" policy)		
<input type="checkbox"/>	Closing a program, instructional site, or institution		
	Type of closure:	<input type="checkbox"/> Program closure	<input type="checkbox"/> Site closure <input type="checkbox"/> Institution closure
<input type="checkbox"/>	Degree Level Change (see Substantive Change Policy, p. 15, for definitions; for changes from Level III to IV and from Level V to VI, an Application is not required; contact Commission staff for guidance)		
	FROM LEVEL	TO LEVEL	TO OFFER (E.G., BACHELOR OF SCIENCE IN COMPUTER SCIENCE)
<input type="checkbox"/>	Merger / consolidation, program acquisition, or site acquisition		NAMES AND ACCREDITORS OF ALL INSTITUTIONS
	DESCRIPTION AND LEAD INSTITUTION		
<input type="checkbox"/>	Change of governance, ownership, control, or legal status		NAMES AND ACCREDITORS OF ALL INSTITUTIONS
	DESCRIPTION		
<input type="checkbox"/>	Other (PLEASE DESCRIBE)		

OFFICE USE ONLY	<input type="checkbox"/> On sanction date imposed: _____	Institutional ID
	<input type="checkbox"/> Sanction recently removed for CR 2.11.1 or CS 3.10.1 date removed: _____	

ST. PHILIP'S COLLEGE

1801 Martin Luther King Drive, San Antonio, Texas 78203

SACSCOC Substantive Change Prospectus



Substantive Change Prospectus
for approval of new Advanced Technical Certificate

Prepared by St. Philip's College

Submitted to the Southern Association of Colleges and Schools
Commission on Colleges



ALAMO COLLEGES DISTRICT
St. Philip's College

Substantive Change Prospectus
Implementation of Cardiac Sonography Advanced Technical Certificate

Prepared by St. Philip's College

Submitted to Southern Association of Colleges and Schools
Commission on Colleges

May 10, 2019

Contact for questions regarding the prospectus

Dr. Maria Hinojosa
Director of Institutional Planning, Research and Effectiveness
(210) 486-2897
chinojosa32@alamo.edu

List Degrees the institution is authorized to grant

- Associate of Arts
- Associate of Science

St. Philip’s College is authorized to grant the **Associate of Applied Science** degree in the following areas:

Advanced Manufacturing Technology	Electrical Trades
Air Conditioning and Heating	General Motors Automotive Service Educational Program
Aircraft Technician Airframe	Health Information Technology
Aircraft Technician Powerplant	Hospitality Management
Automated Industrial Process	Hotel Management
Automotive Technology - Option II Ford	Information Technology Cybersecurity Specialist
Automotive Technology	Information Technology Network Administrator
Baking and Pastry Arts	Invasive Cardiovascular Technology
Biomedical Engineering Technology	Manufacturing Operations Technician
Bookkeeping Specialist	Medical Laboratory Technician
Business Management and Technology	Nursing: Career Mobility – LVN to RN/Military to RN
CNC Manufacturing Technician	Occupational Therapy Assistant
Collision/Refinishing Technician	Office Systems Technology
Commercial and Industrial Refrigeration Technology	Physical Therapist Assistant
Computer Maintenance Technology with Cisco Specialization	Power Generation and Alternative Energy
Computer Maintenance Technology	Radiography Technologist
Construction Business Management	Respiratory Care Technology
Construction Technology	Restaurant Management
Culinary Arts	Surgical Technology
Diagnostic Medical Sonography	Vision Care Technology
Diesel Construction Equipment Technician	Web and Mobile Developer
Diesel/Light to Heavy Truck Technology	Welder/Welding Technologist
Early Childhood and Family Studies	

St. Philip’s offers the following **Fields of Study (FOS)**:

- Associate of Arts in Teaching - EC-6, 4-8, EC-12 Special Education FOS
- Associate of Arts in Teaching 7-12 and Other EC-12 FOS
- Business FOS

- Computer Science FOS
- Criminal Justice FOS
- Mechanical Engineering FOS (Voluntary Transfer Compact)
- Mexican-American Studies FOS
- Music FOS
- Speech Communication FOS

St. Philip's College is authorized to grant **Level 2 Certificates** in the following programs/majors:

- Aircraft Mechanic Airframe
- Aircraft Mechanic Powerplant
- Early Childhood and Family Studies
- Histologic Technician
- Power Generation and Alternative Energy
- Vocational Nursing

St. Philip's College is authorized to grant **Level 1 Certificates** in the following areas:

Advanced Diesel Heavy Equipment	Hospitality Management Fundamentals
Aircraft Structures Mechanic	Hotel Limited Service Property Management
Aircraft Turbine Mechanic	Hotel Rooms Division
Artisan Breads & Specialty Desserts	Industrial Maintenance
Automotive Heating and Air Conditioning Specialist	Inert Gas GTAW/GMAW Welder (MSGW)
Automotive Performance Specialist	Information Technology Cybersecurity Specialist
Automotive Technology	Manufacturing Operations Maintenance Mechanic
Baking Principles	Manufacturing Skills Trade Helper
Brake and Front End Specialist	MCSE: Server Infrastructure
Cake Decorating	Nurse Aide for Health Care
Catering Management	Office Applications Specialist (OAS)
Chocolates and Plated Desserts	Payroll Specialist
Cisco Systems Networking	Plumber's Helper
CNC Operator	Plumbing Trades
Collision Technology	Principles of Hotel Food and Beverage Management
Computer Maintenance with Cisco Specialization	Production Tool Operator / Maintenance Assistant
Construction Technology	Refinishing Technology
Culinary Studies	Refrigeration
Diesel Heavy Equipment	Residential Air Conditioning Installation
Diesel/Light to Heavy Truck Technology Brake and Front End Specialist	Residential Air Conditioning Technician
Diesel/Light to Heavy Truck Technology	Restaurant Supervision
Electrical Trades	Small Business Management
Ford Maintenance and Light-Duty Repair	Structural/Pipe Layout

GM Light Maintenance Repair	Transmission Specialist
	Web and Mobile Developer

St. Philip's College is authorized to grant **Occupational Skills Achievement Awards** in the following programs/majors:

Air Conditioning Systems - Installation	Electronics Assistant
Air Conditioning Systems - Service	Human Patient Simulation Technology
Aircraft Technology	Information Technology Specialist
Android Application Developer	Leadership Theory & Practice
Cloud Computing	Power Generation and Alternative Energy
CompTIA Linux+ Certification Preparation	Project Management
CompTIA Security + Certification Preparation	Retail Management
Cyber First Responders	Social Media Specialist
Diesel/Light to Heavy Truck Technology Mechanic Helper I	Web Designer Apprentice I
Diesel/Light to Heavy Truck Technology Mechanic Helper II	Web Designer Apprentice II

Enhanced Skills Certificate

- Automotive Specialized Tuning and Enhancement Program, Enhanced Skills Certificate
- Computed Tomography Enhanced Skills Certificate
- Healthcare Technology Management Enhanced Skills Certificate
- Magnetic Resonance Imaging Enhanced Skills Certificate
- Medical Imaging Technology Enhanced Skills Certificate

List certificate, diploma and degree programs related to the proposed program

- Invasive Cardiovascular Technology, AAS
- Diagnostic Medical Sonography, AAS
- Advanced Technical Certificate- Cardiac Sonography

List of existing approved 50% off-campus sites and their addresses

Name of Site	Physical Address (street, city, state, country) Do not include PO Boxes.	Courses and Programs
St. Philip's College-Southwest Campus	800 Quintana Road San Antonio, TX 78211	General Academic Courses
Central Texas Technology Center (CTTC)	2189 FM 758 New Braunfels, TX 78130	General Academic and Vocational Courses
Memorial Early College High School with St. Philip's College	1419 N. Business IH-35 New Braunfels, TX 78130	General Academic Courses
Brackenridge Early College High School	4900 Eagleland Drive San Antonio, TX 78210	General Academic Courses
Seguin Early College High School	815 Lamar Street	General Academic Courses

	Seguin, TX 78155	
Automotive Technology Academy	3736 Perrin Central, Bldg. #4 San Antonio, TX 78217	Vocational Courses
Canyon High School	1510 IH 35 North New Braunfels, TX 78130	General Academic Courses
Canyon Lake High School	8555 RM 32 Fischer, TX 78623	General Academic Courses
Samuel Clemens High School	1001 Elbel Road Schertz, TX 78154	General Academic Courses
Robert G. Cole High School	4001 Winans Rd. San Antonio, TX 78234	General Academic Courses
First Baptist Academy	1401 Pat Booker Road Universal City, TX 78148	General Academic Courses
Judson High School	9142 FM 78 Converse, TX 78109	General Academic, Technical and Vocational Courses
La Vernia High School	225 Bluebonnet Rd. La Vernia, TX 78121	General Academic Courses
Navarro High School	6350 North State Hwy 123 Seguin, TX 78155	General Academic Courses
Poteet High School	800 Leming Road Poteet, TX 78065	Vocational Courses
Smithson Valley High School	14001 Hwy 46 West Spring Branch, TX 78070	General Academic Courses
Southside High School	19190 Hwy 281 South #2 San Antonio, TX 78221	Vocational Courses
Byron P. Steele II High School	1300 FM 1103 Cibolo, TX 78130	General Academic Courses
Trinity Christian Academy	5401 North Loop 1604 East San Antonio, TX 78247	General Academic Courses
Vanguard Christian Institute	43360 IH 10 West Boerne, TX 78006	General Academic Courses
Karen Wagner High School	3000 N. Foster Rd. San Antonio, TX 78244	General Academic Courses
Earl Warren High School	9411 Military Drive West San Antonio, TX 78251	Vocational Courses

List of existing 25% off-campus sites and their addresses

Fort Sam Houston	Army Education Center Bldg. 2268, Rm. 207 2478 Stanley Road Fort Sam Houston, TX 78234	General Academic, Technical and Vocational Courses
Lackland Air Force Base	1550 Wurtsmith St.	General Academic, Technical and Vocational Courses

	Lackland AFB, San Antonio, TX 78236	
Randolph Air Force Base	301 B Street West Randolph AFB, San Antonio, TX 78148	General Academic, Technical and Vocational Courses
Agape Christian Academy	La Vernia Christian Teaching Center 10688 U.S. Hwy 87 West La Vernia, TX 78121	General Academic Courses
Alamo University Center (AUC)	8300 Pat Booker Road Live Oak, TX 78233	Vocational Courses
Westside Education Training Center (WETC)	563 Southwest 40 th Street San Antonio, TX 78237	Vocational Courses
Alamo Heights High School	6900 Broadway San Antonio, TX 78209	General Academic Courses
Bandera High School	474 Old San Antonio Hwy. Bandera, TX 78003	Vocational Courses
Bracken Christian Academy	670 Old Boerne Rd. Bulverde, TX 78163	General Academic Courses
G.W. Brackenridge High School	400 Eagleland Drive San Antonio, TX 78210	General Academic Courses
William J. Brennan High School	2400 Cottonwood Way San Antonio, TX 78253	Vocational Courses
Calvary Chapel Christian Academy	2935 Pat Booker Rd. Suite 118 Universal City, TX 78148	General Academic Courses
East Central High School	7173 Farm to Market 1628 San Antonio, TX 78263	Vocational Courses
Thomas Edison High School	701 Santa Monica San Antonio, TX 78212	Vocational Courses
Floresville High School	1813 Tiger Lane Floresville, TX 78114	Vocational Courses
Gloria Deo Academy	1100 Bulverde Rd. Bulverde, TX 78163	General Academic Courses
Harlandale High School	114 East Gerald Ave. San Antonio, TX 78214	Vocational Courses
Highlands High School	3118 Elgin Ave San Antonio, TX 78210	Vocational Courses
Sam Houston High School	4635 East Houston St. San Antonio, TX 78220	Vocational Courses
Lanier High School	1514 W. Cesar E. Chavez Blvd. San Antonio, TX 78207	General Academic Courses
Lifegate Christian School	395 Lifegate Lane Seguin, TX 78155	General Academic Courses
Living Rock Academy	2500 Bulverde Rd. Bulverde, TX 78163	General Academic Courses

Lytle High School	18975 W. Farm to Market 2790 S. Lytle, TX 78052	Vocational Courses
James Madison High School	5005 Stahl Rd. San Antonio, TX 78247	Vocational Courses
John Marshall High School	8000 Lobo Ln. San Antonio, TX 78240	Vocational Courses
McCollum High School	500 W. Formosa Blvd San Antonio, TX 78221	Vocational Courses
Memorial High School	1227 Memorial St. San Antonio, TX 78228	Vocational Courses
San Antonio Christian High School	19202 Redland Rd. San Antonio, TX 78259	General Academic Courses
School of Excellence	Milton B. Lee Academy of Science and Engineering 1826 Basse Rd. San Antonio, TX 78213	General Academic Courses
Seguin High School	815 Lamar Street Seguin, TX 78155	General Academic Courses
South San Antonio High School	7535 Barlite Blvd. San Antonio, TX 78224	Vocational Courses
Southwest High School	11914 Dragon Lane San Antonio, TX 78252	Vocational Courses
Southwest Preparatory School	1258 Austin Hwy., Bldg. 1 San Antonio, TX 78209 6535 Culebra Road San Antonio, TX 78238	General Academic Courses
St. Gerard Catholic High School	521 South New Braunfels Avenue San Antonio, TX 78203	General Academic Courses
Stockdale High School	500 South 4th Street Stockdale, TX 78160	General Academic Courses
Town East Christian High School	2030 Bible Street San Antonio, TX 78220	General Academic Courses
Veterans Memorial High School	7618 Evans Road San Antonio, TX 78266	General Academic Courses

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ABSTRACT

St. Philip's College's Diagnostic Medical Sonography and Invasive Cardiovascular Technology Programs, which are part of the Department of Healthcare Sciences and Early Childhood, request the approval for the creation of a (New-Existing) Cardiac Sonography Advanced Technical Certificate (ATC), which is a non-traditional workforce educational credit program, and a stackable award to an already approved Texas Higher Education Coordination Board (THECB) program. The planned implementation of this change is the fall 2020 semester. This advanced technical certificate will be completed in three (3) semesters, to include two standard 16-week semester classes and one summer semester. The enrollment for the first cohort will be approximately 15 students, and will be ongoing thereafter.

The didactic courses for this program will be physically held at St. Philip's College at the Martin Luther King (MLK) campus, which is located at 1801 Martin Luther King Drive, San Antonio, Texas, 78203. Didactic courses will also consist on an online platform for the delivery of instruction, which will account for eighteen percent of the overall curriculum. The laboratory skills components will take place at St. Philip's College's MLK campus, in the Dr. Frank Bryant Jr. Patient Simulation Center, the Diagnostic Medical Sonography lab, and the Invasive Cardiovascular Technology lab.

The external clinical portions of this program will be held at healthcare facilities to meet the learning objectives for clinical courses.

The curriculum is designed with a total of 26 credit hours; (see Appendix A).

The proposed Cardiac Sonography advanced technical certificate program will serve two purposes: 1) offer students skills and knowledge for career preparation, and 2) award credits that students may apply to additional educational/career readiness programs.

Upon completion of this program, students will be eligible to take the Cardiovascular Credentialing International's Cardiac Sonography Credentialing Exam and demonstrate workforce preparedness.

Instructional delivery methods will include in-class/online didactic, laboratory skills, and external clinical experiences. Other methods of instruction will be incorporated in conjunction with the external clinical settings.

Background Information

St. Philip's College is the only community college in the nation that is federally designated as a Historically Black College (HBCU) and a Hispanic-Serving Institution (HSI). St. Philip's College was founded in 1898 by the Episcopal Church as a sewing school for young black girls in the San Antonio area. From these humble beginnings, through extreme financial challenges during the depression, desegregation and the civil rights movement in the 1950s and 1960s, massive expansions in the 1970s, and into the present, St. Philip's College has become a pillar in the community and often is referred to as "a point of pride in the community." Over the last 121 years and with the shift from parochial school to public institution, St. Philip's College has developed a culture that respects diversity, provides a nurturing and supportive environment for students, and guides students toward academic excellence as well as development of marketable job skills.

DETERMINATION OF NEED/RELATIONSHIP TO SPC MISSION

The proposed Cardiac Sonography certificate serves the following purposes: 1) offering students critical career preparation by providing the knowledge and skills to be successful, when entering the workforce 2) ensures graduates of the certificate program will be fully credentialed to perform their professional duty, and 3) award credits, which may also be applied to additional educational/career readiness programs.

Graduates of the Cardiac Sonography ATC Program will also be eligible to take the Registered Cardiac Sonography (RCS) credentialing exam through Cardiovascular Credentialing International (CCI). The RCS credential, ensures graduates entering the workforce have the competency and understanding necessary to safely perform echocardiography examinations. The Cardiac Sonography ATC Program targets healthcare science students/graduates (including, but not limited to, cardiovascular technology, ultrasound, radiologic technology, respiratory therapy, or nursing). Thus, Diagnostic Medical Sonography and Invasive Cardiovascular Technology Program graduates will receive priority acceptance, when applying for the Cardiac Sonography Program.

St. Philip's College Mission Statement reads:

St. Philip's College, founded in 1898, is a comprehensive public community college whose mission is to empower our diverse student population through personal educational growth, ethical decision-making, career readiness, and community leadership. As a Historically Black College (HBC) and Hispanic Serving Institution (HSI), St. Philip's College is a vital facet of the community, responding to the needs of a population rich in ethnic, cultural, and socio-economic diversity. St. Philip's College creates an environment fostering excellence in academic and technical achievement while expanding its commitment to opportunity and access.

Key educational programs, offerings, and services at St. Philip's College include Invasive Cardiovascular Technology and Diagnostic Medical Sonography Programs, Associate Degree programs, credit courses, and student support services. These educational programs, offerings, and services are vital for the institution to realize its vision and achieve its mission. Helping students gain individual economic independence, as well as supporting the community's workforce demands are at the heart of St. Philip's College culture. Earning the Cardiac Sonography certificate would allow students an affordable pathway to a more robust diagnostic medical imaging career.

St. Philip's College core competencies of quality instruction, student engagement, and community engagement are steeped within the mission. Quality instruction is imperative for St. Philip's College to effectively respond to the needs of business and industry. Business stakeholders and constituencies depend on St. Philip's College to provide a reliable workforce who are skillfully trained and intellectually ready to perform effectively on the job. Four-year colleges also depend on St. Philip's College to adequately prepare students for transfer to their institutions academically ready to achieve success. The St. Philip's College external community depends on St. Philip's College to prepare residents for the workforce and academic opportunity, while empowering students through personal educational growth, ethical decision-making, career readiness, and community leadership.

Key St. Philip's College Goals and Strategic Objectives

#	Goal	Strategic Objective
1	Student Success	Provide academic and student support and align labor market-based pathways to achieve student completion
2	Leadership	Provide opportunities for St. Philip's College students and employees to develop as leaders
3	Performance Excellence	Continuously improve our employee, financial, technological, physical and other capacities to enhance efficiency and effectiveness

PROGRAM PLANNING/APPROVAL

The steps of the program approval process have occurred in the following manner:

- St. Philip's College Curriculum Committee approved the program May 3, 2018 (Appendix B)
- Alamo College [District] Curriculum Council, approved on May 7, 2016 (Appendix C)
- Texas Higher Education Coordinating Board (THECB) pending approval (Appendix D)

DESCRIPTION OF THE SUBSTANTIVE CHANGE

The Cardiac Sonography program prepares individuals to operate as a Cardiac Sonographer (i.e. Echocardiographer), to aid in the diagnosis of congenital heart disease, valvular disease, pericardial diseases, and other cardiovascular issues.

Cardiac Sonographers (Echocardiographers) evaluate cardiac function and output, anatomic size, shape and motion of internal cardiac structures; assess physiological changes that may affect normal hemodynamic pressure and cardiovascular blood flow; and operate/troubleshoot diagnostic equipment to support Cardiologists in diagnosing and treating cardiovascular disease.

Cardiac Sonography (Echocardiography) is a diagnostic medical imaging specialty that uses high frequency sound waves to produce dynamic visual images of the heart and great vessels.

STUDENT ADMISSIONS

Students demonstrating interest in the Cardiac Sonography program will be provided the following information regarding admission to the college and into the program:

1. Complete and submit the admission application to Alamo Colleges:
<http://www.alamo.edu/AlamoENROLL/>

Click on the appropriate type of student you will be. You will then receive a series of e-mails with directions on how to log-in to your Alamo Colleges Educations Services (ACES) account to view the "Start Here" Tab for next steps and required GO GAARR and TEST PREP modules if requested. The St. Philip's College school code is 003608.

Admission to St. Philip's College is required before you can apply to the Cardiac Sonography

program. The Apply Texas application is for admission to the college, not for admission into the Cardiac Sonography program. You will need to complete the application process for the Cardiac Sonography program separately.

2. Gather all required application documents: proof of immunizations, copy of picture ID and Social Security Card, drug screen protocol and criminal background check.
3. Submit your completed application in person to St. Philip's College Healthcare Science and Early Childhood Education Department, 1801 Martin Luther King Dr., San Antonio, TX 78203. Do not submit original immunization documents. Only submit copies to the Healthcare Science and Early Childhood Department. We recommend that you submit your completed application at least 2 weeks prior to the expected start of your course. The following items must be submitted in order for your packet to be considered complete:
 - Application for Admission form
 - Proof of all immunizations
 - Copy of picture ID and Social Security Card
 - Criminal background check
 - Submit receipt of Drug Screen Protocol
4. Diagnostic Medical Sonography and Invasive Cardiovascular Technology faculty and staff members will review your application for completeness.
5. A selection committee will review all submitted and completed applications to select a cohort of approximately ten (10) prospective program students based on the publicized criteria identified in the application packet.
5. You will be notified by email of the status of your Application for Admission.
 - A. If your application is approved:
 - We will send your acceptance letter to the ACES email address.
 - The email will contain specific program orientation, registration and payment instructions.
 - You must be registered for first semester Cardiac Sonography courses and paid at least 3 days prior to the first day of class.
 - B. If your application is denied:
 - We will send a notice to the ACES email address.

Upon successful completion of the Cardiac Sonography ATC program, the student will be able to perform the procedural tasks as outlined by the Registered Cardiac Sonographer Examination per the Cardiovascular Credentialing International. The procedural guidelines for all five content categories will be used as criteria to determine satisfactory (S) or unsatisfactory (U) performance.

After satisfactorily completing competency of the 39 procedural skills, prerequisites, and Cardiac Sonography courses, the student will be eligible to graduate with an advanced technical certificate in Cardiac Sonography.

In addition, graduates of the Cardiac Sonography ATC will be eligible to take the Registered Cardiac Sonography (RCS) credentialing exam through Cardiovascular Credentialing International (CCI).

CREATING CARDIAC SONOGRAPHY- ADVANCED TECHNICAL CERTIFICATE

Creation of the Cardiac Sonography program began with a review of the Targeted and Demand Occupations listed by the Texas Workforce Solutions Alamo (WSA), which indicates Cardiovascular Technologists having an estimated 42.4% growth and Diagnostic Medical Sonography as having an estimated 44.70% (between 2014-2024) in the Alamo area. Occupations that are listed in the WSA Targeted and Demand list guide the training at the WSA Workforce Centers under the Workforce Innovation and Opportunity Act (WIOA). Much of the existing labor market data for the research process is derived from the Texas Workforce Commission Labor Market and Career Information (LMCI) database, starting with industry and employment projections for the Alamo Workforce Development Area.

Data was collected from the Dallas County Community College District, the Houston Community College District, and the Austin Community College District. That data was then assessed using the Workforce Education Course Manual to determine the most accurate and appropriate credit hour(s) for the mastery minimum learning outcomes. Several courses were listed under the DSAE and DMSO rubrics in the Workforce Education Course Manual, which were then enumerated appropriately to ensure the preliminary program coursework met the guidelines for an Advanced Technical Certificate.

The Curriculum Committee of St. Philip's College reviewed the Guidelines for Instructional Programs in Workforce Development, using the Semester Credit Hours and Preferred/Allowable Contact Hour Range per Semester. The Curriculum Committee determined that the Semester Contact Hours, Lecture-Lab Combination, and Contact Hours per semester did meet the certification requirements and guidelines for new programs under the Texas Higher Education Coordinating Board.

Program Goal, Student Learning Outcomes and Objectives

Goal: To prepare Cardiac Sonographers with essential knowledge, skills, and abilities to safely operate as entry-level, cardiac sonographers.

Student Learning Outcomes

After completing this program, students will be able to:

1. Verify echocardiography orders, prepare patients and equipment for echocardiographic procedures.
2. Perform 2D, M-mode, color/spectral Doppler, contrast, exercise, and pharmacological echocardiography.
3. Assist with Transesophageal echocardiography.
4. Evaluate echocardiographic findings.
5. Complete echocardiography post-procedural activities.
6. Apply the principles of ultrasound physics to enhance the echocardiography procedure.

Curriculum: In order to meet the program goals, the course will follow the curriculum recommendations/guidelines set by the Joint Review Committee on Education in Cardiovascular Technology (JRC-CVT), American Society of Echocardiography (ASE) Sonographer Training and Education Committee, and CCI.

The program Objectives include:

1. Verify echocardiographic order
2. Prepare echocardiographic patient
3. Prepare echocardiographic equipment
4. Perform 2D echo
5. Perform M-mode
6. Perform color Doppler
7. Perform spectral Doppler
8. Perform contrast echocardiography
9. Perform exercise echocardiography
10. Perform pharmacological echocardiography
11. Assist with transesophageal echocardiography
12. Identify normal anatomy, physiology, and hemodynamics
13. Evaluate cardiac chambers
14. Evaluate heart failure
15. Evaluate cardiomyopathies
16. Evaluate diastolic function
17. Assess ischemic heart disease
18. Assess aortic valve
19. Assess mitral valve
20. Assess tricuspid valve
21. Assess pulmonic valve
22. Evaluate pericardial disease
23. Evaluate great vessels
24. Evaluate diseases of the aorta
25. Evaluate pulmonary hypertension
26. Evaluate cardiac masses
27. Recognize congenital heart disease
28. Transfer echocardiographic data
29. Document echocardiographic findings
30. Communicate with healthcare team
31. Provide post-examination instructions
32. Identify properties of ultrasound waveforms
33. Recognize artifacts
34. Identify properties of transducers
35. Optimize resolution
36. Optimize frame rate
37. Optimize Doppler waveforms
38. Optimize color Doppler
39. Optimize 2D image

The Clinical applications and evaluation will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

The Cardiac Sonography curriculum includes theory, lab, and external clinical experiences (Appendix A). Completion of this program will allow students to earn 26 credit hours. The curriculum's lecture/lab and external credits hours meet the preferred combinations of the Guidelines for Instructional Programs in Workforce Development (GIPWE, page 33).

Evaluation of student learning will be demonstrated using various methods. Students will engage in group activities, lecture, simulation and skill lab activities. The evaluation methods will include examinations, skills check off and a rating scale clinical evaluation tool. Students must pass the lecture with at least a 77% average and lab portions of this course with a grade of satisfactory in order to receive credit for the course. Grades will not be rounded up as per the grading policy. If a student fails the theory or lab portion of the course, both sections of the course must be repeated. A laboratory clinical evaluation tool will be used in a satisfactory/unsatisfactory.

A Critical Thinking Activity will be done for the laboratory portion of the course. The grade must be at least 77% in order to pass the course.

LABORATORY SATISFACTORY/UNSATISFACTORY:

Upon successful completion of the Cardiac Sonography program the student will be able to perform, the procedural skills as the criteria to determine satisfactory (S) or unsatisfactory (U) performance. The student must meet satisfactory to pass the course.

Theory performance grade: The final grade is computed as an average of the exam grades.

Grading Scale:

- A = 93-100
- B = 84-92.99
- C = 77-83.99
- D = 70-76.99 (non- Passing grade)
- F = 69.99 and below (Failing grade)

Additionally, using the Quality Enhancement Plan established by St. Philip's College, faculty will assess ethical decision making incorporated into student learning. The completion rate of students and the successful passing of the certification will be used as a measure of the student learning outcomes of the program. The overall program Cardiac Sonography will be assessed through the Institutional Unit Review.

Administrative Oversight

The assigned faculty members will oversee the instruction of program students. The faculty members will report directly to the program director. The program director is responsible for the coordination of the admission of students, curriculum changes, and program operations. The program director reports to the Chairperson for the Healthcare Sciences and Early Childhood Department.

FACULTY QUALIFICATIONS

This program will require a program coordinator and faculty member for the theory and clinical components of the curriculum. The required faculty qualifications will support the faculty requirements

established by SACSCOC and the faculty credentialing requirements of the college.

The following faculty credentials and requirements are necessary to support the Cardiac Sonography ATC:

Faculty teaching associate degree courses not designated for transfer to the baccalaureate degree will require: A bachelor's degree in the teaching discipline; or an associate degree and demonstrated competencies in the teaching discipline.

To teach occupational/technical courses, including the basic computation/communication skills course, not intended for transfer, a faculty member must:

- (a) Either. Hold a Bachelor's Degree in the teaching discipline;
- (b) OR. Hold a minimum of an associate's degree (in the teaching discipline) PLUS provide (in a continuously updated portfolio) documentation of demonstrated competencies in the teaching field. Examples include: work experience in the field, licensure, certification, honors and awards, continuing education, continuous documented excellence in teaching and other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes.

Other Credential Guidelines to Teach Health Professions and Related Sciences:

- (a) Minimum of AA/AS in health science curriculum with evidence of work related experience or baccalaureate in health sciences curriculum.

Faculty qualifications listed on the faculty roster (Appendix E) have been reviewed and show to demonstrate that both credentials and minimum requirements for SACSCOC and St. Philip's College requirements have been met. *Please see Appendix E for review of the SACSCOC faculty roster.*

LIBRARY AND LEARNING RESOURCES

Note: St. Philip's College has two libraries – one on the main Martin Luther King Campus and another at the Southwest Campus. Except where otherwise noted, this report on library resources refers to the library located at the Martin Luther King Campus where the SPC Center for Health Professions resides.

Cardiac Sonography students will have access to a substantial collection of books, periodicals, and electronic databases within the St. Philip's College Library. The SPC Library includes resources in multiple formats including print, microform, audio-visual, and electronic.

Other resources complement the Learning Resource Center's holdings. For example, the students, faculty and staff of St. Philip's College can borrow and request materials from other libraries within the Alamo Colleges District. Also, through TexShare, St. Philip's College has access to a multitude of additional resources to locate information. TexShare is a voluntary statewide consortium of libraries in not-for-profit higher education institutions and public libraries that promotes access to library and information resources for Texas citizens and is administered by the Texas State Library. St. Philip's College students, faculty, and staff have access to TexShare electronic databases and can borrow materials from other TexShare libraries across the state through a reciprocal borrowing program.

Resources for information available to St. Philip's College students, faculty, and staff include:

- The holdings of the St. Philip's College Library
- The holdings of other Alamo Colleges District libraries (San Antonio College, Palo Alto College,

Northeast Lakeview College, and Northwest Vista College).

- Electronic books and reference materials available through EBSCO (formerly NetLibrary),
- Electronic Book Library (EBL), CREDO Reference, and Gale Virtual Reference Library.
- Electronic databases (with access to articles, streaming videos, research materials, and test prep resources) pertinent to the health sciences and medicine including those provided through the TexShare consortium:
 - Academic One File
 - Academic Search Complete
 - AHFS Consumer Medication Information
 - CINAHL Plus with Full Text (Cumulative Index to Nursing and Allied Health Literature)
 - CREDO Reference
 - Gale Virtual Reference Library
 - Health Reference Center Academic
 - Health Source: Consumer Edition
 - Health Source Nursing/Academic
 - MEDLINE with MeSH
 - Natural & Alternative Treatments
 - Nursing and Allied Health Collection
 - ProQuest Nursing and Allied Health Source
 - Physical Therapy and Sports Medicine Collection
 - Psychology and Behavioral Sciences Collection
 - Science Direct
 - Web of Knowledge
- Streaming video collections pertinent to the health sciences and medicine:
 - Films on Demand (Films Media Group) Health & Medicine Video Collection – over 2,400 titles available
 - MEDCOM Video Training Program Collection (through ProQuest Nursing & Allied Health Source) – over 170 titles available

All electronic materials pertinent to nursing, medicine, and health are accessible to current St. Philip's College students, faculty, staff, and administrators both on and off campus, 24 hours a day, seven days a week. Computer access is also available at the Library. Forty-nine computers are available to students in the Reference Services area with access to the Internet, Microsoft Office Suite products, electronic databases, and automated printing capabilities. The library also offers iPad checkouts for in-library use. iPads are preloaded with various productivity, reference, multimedia and medical apps, and students can submit requests for additional apps to be added.

The Library's website (<http://www.alamo.edu/spc/library>) provides links to the Library's online catalog, electronic databases, e-book collections, and other resources, all of which are accessible to current students, faculty, staff, and administrators while on and off campus. The website also features information on the large variety of services offered by the library such as interlibrary loan services, resources for distance learning, information literacy instruction, virtual reference service (email, chat, and SMS texting, and branded as "Ask A Librarian"), a library wiki (LibAnswers) and general information assistance.

Online Catalog – The Library's online public access catalog provides access to its holdings information 24

hours a day, seven days a week from any computer with an Internet connection. It also catalogs and includes links to access many of the Library's ebooks. For ease of searching, the online catalog lists holdings information for all libraries in the Alamo Colleges District, including the St. Philip's College Library, and is available at <http://library.alamo.edu>. (See Appendix F for physical resource listings).

STUDENT SUPPORT SERVICES

Students have access to support services while they are on campus and through the St. Philip's College website. St. Philip's College Mission Statement requires that the college empower our diverse student population through personal educational growth, ethical decision-making, career readiness, and community leadership. The support of students is a collaborative effort among the Divisions of Student Success, Academic Success, Interdisciplinary Programs, and the Department of Arts and Sciences. The administration of these entities works continuously to strengthen the services, programs, and activities for every student population served by the College: traditional/non-traditional, developmental/college-ready, dual credit, military, international, and distance education, to assure every student has the opportunity to "walk in their passion." For off-campus students, services can be accessed online or by phone.

St. Philip's eCatalog and the Student Services webpage are key resources for current students and provide detailed information about each of the support programs. The array of programs, services, and activities available to all students fall under the following headings:

- Registration
- Academic Assistance
- Academic Programs
- Financial Aid
- Campus Life
- Job, Family, or Personal Concerns

Services accessed by students most often are highlighted below.

Registration

The **Welcome Center** serves as a one-stop center that supports students transitioning into college. The Center is designed to help students receive assistance in all aspects of the admission and enrollment processes, including advising, assessment, financial aid, bursar's services, and G.E.D. testing. The offices of Veterans' Affairs, Enrollment Management, and Financial Aid are located in the Welcome Center.

Academic Assistance

The **Tutoring and Technology (TnT) Center** provides a range of student academic support services. These services include free professional and peer tutoring in more than fifteen subject areas, including Accounting, Biology, Calculus, Chemistry, English, History, Math, and Physics. All students, including online and off-campus students are able to access SMARThinking for tutoring assistance. SMARThinking is an online tutoring site available to students 24/7 through the Alamo Colleges Educational Services (ACES) portal, providing students with access to online tutors. The TnT Center is home to state-of-the-art equipment. Students use the assistive technology to explore new ways of accessing information and improve learning. Students can utilize Wi-Fi Wireless Internet access and numerous computers located throughout the Center. Students have access to a variety of software applications to assist them with their coursework.

Byrd Sanctuary is a free tutoring lab available exclusively to students at St. Philip's College to utilize throughout the entire academic year in order to succeed in their studies in the Natural Sciences. The Byrd delivers essential tutoring services to students in a motivational and stimulating environment with materials and study resources, to include the full breadth of Anatomy and Physiology models as well as a complete catalogue of textbooks.

MathWorld is an on-campus lab available to students who may be experiencing roadblocks as they progress through their math courses. In the lab, students have access to computer programs, such as MyMathLab and individuals that can assist with their math homework.

Rose R. Thomas Writing Center is a writing lab to assist students in their English and writing courses. The lab offers computerized instruction, guided by faculty. In addition to completing skills modules in writing, the staff conducts workshops that enhance student understanding of key writing concepts.

The Reading Lab at St. Philip's College provides students with the opportunity to work on their class work, receive tutoring, and participate in other instructional activities. Lab activities consist of computer and written programs focused on assisting students to gain valuable success skills and to enhance learning.

The **Disability Services** provides reasonable academic support to eligible students. The staff follows best practices to ensure students have access to the latest information and technologies. Students are provided with assistance through the registration process, Testing Accommodations (ex: extended time, quiet room, readers and/or scribes), Adaptive Technology and Equipment, and Interpreter Services. At St. Philip's College, the goal is to create an accessible and effective learning environment where students with disabilities can complete their education and training. Disability Services office provides reasonable academic support to eligible students to level the learning field.

St. Philip's College subscribes to an intrusive, progressive **academic advising** model, which is a system of shared responsibility between students, faculty, and academic advisors. The goal of academic advising is to assist students in developing educational and career plans, provide opportunities for refining academic and life skills, provide accurate information about academic progression and degree requirements, assist in understanding academic policies and procedures, access campus resources to promote academic success, and enhance retention and success through developing personal interactions with faculty and staff. Academic advising at St. Philip's College seeks (a) to improve and expand faculty academic advising for all students across the college and (b) to unite assessment and advisement in support of developmental education and retention programs of the college. The advising process is composed of five steps to assist the student with their educational goal. These steps include (1) exploration of life goals, (2) exploration of educational/career goals, (3) selection of educational program, (4) selection of coursework, and (5) the scheduling of classes. Academic advisors assist students with navigating requirements of their degree program.

Academic Programs

To accommodate student needs, St. Philip's College provides a variety of course delivery modes and flexible class scheduling. In addition to traditional face-to-face courses, the College offers distance learning through Internet, hybrid, teleconference, clinical, internships, dual credit, and classes taught at remote locations. The myriad class offerings and delivery modes are available during day, evening and weekend hours to serve all learners. Student support services are also available online; local, off-

campus, and distance learning students can take care of needs and issues without coming on campus. Chat rooms are available along with traditional email and phone support. The **Center for Distance Learning** provides resources to students currently enrolled or anticipating enrolling in coursework via distance education.

Campus Life

The Department of Student Life supports the mission of the College by engaging students in activities to enhance the student's college experience. Students connect with the College by participating in academic co-curricular opportunities, leadership and professional development, cultural/ethnic events, intramural/extramural activities, recreational activities, student organizations, health and wellness activities, social events, and much more.

The Turbon Student Center (MLK) contains a six-lane bowling alley, pool tables, ping-pong tables, gaming stations for PlayStation and Xbox, lockers, and areas for student lounging. The Southwest Campus Student Center is equipped with pool tables, ping-pong tables, PlayStation and Xbox, and a fitness area with a treadmill, exercise spin bicycle, free weights, and more. Students can also check out basketballs for the outdoor park across the street.

Job, Family, or Personal Concerns

Academic Advising - Certified Advisors provide current and former students with the necessary support, skills, and resources to assist them with choosing careers and obtaining employment and or long range educational goals while ensuring that the transition is a seamless process. Certified Advisors provide students with comprehensive information on career and transfer opportunities. Career Exploration and Job Search Services assist students with identifying personal goals, interests, and abilities. Computerized job market information allows students to explore career options. Certified Advisors eagerly assist students with information regarding criteria for admission, selectivity of specific colleges, on and off-campus housing, tuition, financial aid and scholarship information and when and where one can apply. Additionally, they assist with College Fair Days, Graduation Audits, Arrange University and College Campus Visits, and conduct Transfer and Degree Advising.

Certified Advisors also provide students with information on Joint Admission Agreements, Transfer Scholarships, and Transfer Equivalency Guides. Career development and the pursuit to increase one's knowledge is fundamentally a lifelong process geared toward the acquisition of skills, which will strengthen students' ability to live meaningful, enjoyable, and economically rewarding lives. Career and Transfer Services staff devotes to every individual the opportunity to discover, determine, and develop his/her way of life. Lastly, seek to serve all students registered with SPC.

The **Student Health Centers** at the MLK and SW Campuses are staffed with professionally trained and licensed nurses. The centers seeks to inform and educate the campus community in the art of "staying well." The staff is readily available to respond and administer first aid for on-site emergency injuries and illnesses. A wide assortment of health-related services and resource information are available at the Health Centers.

The mission of **Counseling Services** is to support student success by providing professional counselors who are available to discuss personal, social, educational, and psychological concerns. Counseling Services strives to collaborate with the college community to promote the personal well-being of students via outreach services such as classroom visits, topic-specific workshops, and consultation with faculty, staff, and administration. Counseling Services fosters an accepting and inclusive campus culture, which values, affirms, and respects the differences among all members.

PHYSICAL RESOURCES

The physical location of location will be situated at **1801 Martin Luther King Drive, San Antonio, Texas, 78203**, in the Center for Health Professions building (CHP). St. Philip's College opened the Center for Health Professions building in 2009. The Center for Health Professions supplies 116,341 gross square feet of academic space, to include classrooms and labs meant to replicate various departments found throughout healthcare facilities. The classrooms and labs provide hands-on, learning experiences in an environment that is realistic, but without any risk to live patients.

Using full-size, electromechanical-human patient simulators in a laboratory environment that is outfitted as a hospital setting, students will practice: assessment, decision-making, and clinical application skills in a safe environment. The facility supports career programs such as vocational nursing, surgical technology, radiologic technology, diagnostic imaging, physical therapy, respiratory therapy, occupational therapy, medical assistant, health information systems, and medical transcription.

The Center for Health Professions will be the home of the Cardiac Sonography program. Didactic courses will be taught on the main (MLK) campus with labs and clinical activities being taught in the Frank Bryant Simulation Lab and long-term, acute care facilities within the community respectively.

The Frank Bryant Simulation Lab consists of simulation training areas, which include a series of 4 large hospital rooms, all of which are designed to model Intensive Care Unit rooms. The simulation lab also has a centralized control room with two-way mirrors for conducting and analyzing simulations. Each simulation room is equipped with video and audio capture. The simulation center staff and nursing faculty are able to conduct a wide variety of simulated clinical scenarios from the control room, using either high fidelity patient manikins or standardized patients, while recording live student performances. Recordings allow for student review and discussion at a later time. In general, the simulation lab challenges students to engage in clinical scenarios that test their critical thinking skills and professional judgement in a safe and controlled environment.

FINANCIAL SUPPORT

St. Philip's College administration is committed to providing the funding necessary to begin the Cardiac Sonography Advanced Certificate Program. The sources of funding for the program will come from Tuition and Fees, Ad Valorem Taxes, and State Appropriations.

The operation and management of the program will fall under the Division of Health and Biosciences and Public Service, and the Department of Healthcare Sciences and Early Childhood. The program's expenditures will be included into the Healthcare Sciences and Early Childhood department budget. All funds needed for the program will be provided by the college through the program's annual institutional operating budget. (See Appendix G).

Costs:

Dean of Health and Biosciences and Public Services \$83,928.00 5% = \$4,196.40
Chair of Healthcare Sciences and Early Childhood \$77,729.60 at 5% = \$3,886.48
Program Director Invasive Cardiovascular Technology \$77,905 at 20% = \$15,581
Clinical Coordinator \$71,988.80 at 20% = \$14,397.76

All other costs are absorbed by various departments as part of their normal cost of doing business.

The following table provides expenditures for St. Philip’s College for the academic year 2018-2019.

FY 18-19 Expenses by Functional Category	
Instruction	\$28,661,408
Academic Support	\$5,477,199
Student Services	\$6,781,388
Institutional Support	\$3,218,468
Operations and Maintenance	\$28,492
Public Service	\$132,347
Scholarships & Fellowships	\$0
Auxiliary	\$90,691
Total	\$45,726,504

INSTITUTIONAL EVALUATION AND ASSESSMENT

Description of Student Learning Outcomes Assessment Process

St. Philip's College uses consistent structure and set of institutional processes to identify, assess, and improve expected outcomes for educational programs. It **identifies Institutional Student Learning Outcomes (ISLOs)** through adoption of competencies defined by the Texas Higher Education Coordinating Board (THECB).

In August 2013, St. Philip’s College adopted new Institutional Student Learning Outcomes based on competencies established by Texas Higher Education Coordinating Board (THECB), now called Core Objectives: Critical Thinking, Communication, Empirical and Quantitative Skills, Teamwork, Social Responsibility and Personal Responsibility. Definitions are derived from Texas Higher Education Coordinating Board (THECB) descriptors; (see Appendix H). The Core Objectives are aligned with core course instruction and, through degree program plans, are embedded in all educational programs.

St. Philip’s College uses a variety of instruments to assess progress toward and attainment of **Institutional Student Learning Outcomes**. The following list illustrates instruments used to assess outcomes. Administration cycles show the level of maturity for each instrument. Instruments are administered according to the assessment cycle associated with each instrument and data are collected as provided below.

- QEP Personal Responsibility rubric assessment, 2014 to 2018 (ongoing)
- Texas Higher Education Coordinating Board (THECB) Core Objectives rubric assessment
- Community College Survey of Student Engagement, (alternating spring semesters, ongoing)
- Noel-Levitz Student Satisfaction Inventory, (alternating spring semesters, ongoing)
-

Sampling is used to administer both direct and indirect college-wide assessments. A number of factors are considered when selecting sampling methods. The Student Learning Outcomes Assessment Report monitors compliance with the assessment process and documents improvement based on results. The Student Learning Outcomes Assessment Report monitors compliance with the assessment process and documents improvement based on results.

St. Philip’s College **improves Program Student Learning Outcomes** by ensuring that academic programs

use results to inform curricular decisions and to continually update programs to ensure continued alignment, relevance and performance excellence. The Program Student Learning Outcomes Reflective Report requires that program coordinators:

1. Clearly define program outcomes.
2. Describe how program is assessed.
3. Determine success at achieving program outcomes, including the analysis approach for evaluating results.
4. Describe how information and/or data are used to improve programs by providing specific examples.

St. Philip's College **improves Institutional Student Learning Outcomes** through annual evaluations of the assessment process. Faculty are asked to comment on successes and areas that need improvement. Resulting recommendations are presented to administration for consideration and action as appropriate.

Instructor evaluation by the Program Director. The Program Director evaluates the performance of each instructor annually until the instructor is granted tenure, after which evaluation occurs every other year. Program Directors evaluate the progress of the instructor toward tenure and promotion at this time.

Instructor classroom observation. The Program Director observes the instructors in the classroom and makes recommendations to improve the instructors performance. This observation is also used to evaluate instructors for promotion and tenure.

Peer reviews. A group of three tenured instructors observes all non-tenured faculty once each year to ensure all instructors meet college standards of performance in the classroom. This observation is also used to evaluate instructors for promotion and tenure.

Student surveys. All classes are evaluated each semester. The evaluations are used by the Program Director for yearly performance appraisals. The evaluations are also used to evaluate faculty for promotion and tenure.

Employer surveys. Each employer of a graduate of the Nurse Aide for Health Care Program will evaluate the employee no sooner than six months and no later than one year after initial employment using a survey provided by the Health Sciences Quality Assurance Coordinator. The employer evaluates the graduate and the program to determine if the college is meeting their expectations.

Quality Enhancement Program (QEP). Ethical Decision-Making (EDM) is the focus of St. Philip's College's current Quality Enhancement Plan (QEP). EDM is the ability to connect values and choices to actions and consequences by using a 4-step process. Students engage in specific measurable academic activities that provide opportunities to enhance their ethical decision-making skills. Learning outcomes focus on a student's understanding of their values, analysis of key issues, and consideration of the various perspectives of an ethical situation. The key objectives driving EDM plan execution are: (1) Faculty Development; (2) Faculty and Staff Best Practice Sharing Sessions; (3) Student-led EDM Projects; and (4) Community Awareness Activities. The QEP is assessed using established, research-based assessment tools that are well known in areas of Ethics, specifically Personal and Social Responsibility.

Ruffalo Noel-Levitz Student Satisfaction Inventory (SSI). The college assesses student importance of and

satisfaction with support services and programs using the SSI.

Community College Survey of Student Engagement (CCSSE). The college uses the CCSSE to determine how effectively the college is engaging students in the college experience and how it may impact student learning outcomes.

Performance Metrics. THECB reports on participation, graduation, and placement. St. Philip's College must meet THECB goals to maintain programs in good standing with the state. Programs that fail to meet standards must develop an action plan to address shortcomings or face deactivation of the program.

Appendix A

Degree Plan

Cardiac Sonography Advanced Technical Certificate

The Cardiac Sonographer performs cardiovascular examinations to produce a picture of a heart and great vessels using high-frequency sound waves. The Cardiac Sonographer may work in hospitals, clinics and physician's offices.

With this award, you will be able to seek jobs such as:

Cardiac Sonographer

Related Awards:

[Invasive Cardiovascular Technology, A.A.S.](#)

[Diagnostic Medical Sonography, A.A.S.](#)

Total Credit Hours Required: 37

Prerequisites

- [ENGL 1301 - Composition I](#)
- [MATH 1314 - College Algebra](#)
- [BIOL 2404 - Human Anatomy and Physiology](#)

Completion of BIOL 2401 & BIOL 2402 will satisfy degree requirements for BIOL 2404

Semester I

- [DSAE 2303 - Cardiovascular Concepts](#)
- [DMSO 2243 - Adv Ultrasound Princ/Instrmntn](#)
- [DSAE 1203 - Introduction to Echocardiography Techniques](#)
- [DSAE 1260 - Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician](#)

Semester II

- [DSAE 1461 - Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician](#)
- [DSAE 2235 - Advanced Echocardiography](#)

Semester III

- [DSAE 2337 - Echocardiographic Evaluation of Pathology II](#)
- [DSAE 2462 - Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician](#)
- [DSAE 2255 - Echocardiography Professionalism and Registry Review ***](#)

Milestone Course(s)

*** denotes Milestone course(s).

A milestone course is a course that is critical for success in this program.

Additional Program Information:

The Cardiac Sonography Certificate Option is for a student having earned at least a previous Associate Degree in a designated allied health field or a B.S. degree with a major in a science discipline with substantial patient care experience. Potential students will be considered on an individual basis to determine if they have an adequate background in anatomy and physiology, college algebra, pathophysiology, pharmacology and physics. A background in basic EKG is preferred. Upon completion, a certificate will be awarded.

The Cardiac Sonographer performs cardiovascular examinations to produce a picture of a heart and great vessels using high-frequency sound waves. These examinations are used to diagnose congenital heart disease, valvular disease, pericardial disease, cardiomyopathy, and other cardiovascular disorders. Types of examinations include 2D and 3D Echo, M-mode and color flow Doppler, as well as Transesophageal and Stress Studies. The Cardiac Sonographer may work in hospitals, clinics and physician's offices.

Student must apply and be selected prior to be admitted to the program. Evaluation for admission to the program includes, but not limited to, successfully completing program prerequisites, cumulative GPA, previous health care experience, and TEAS V examination. Students accepted to the program are required to provide evidence of meeting immunization requirements, drug and background screenings and evidence of personal health insurance as described on the Health Sciences Web page. The program includes lecture and laboratory courses in Cardiac Sonography and clinical education courses conducted in settings where Cardiac Sonography is provided.

Based on program design, students may not always receive the maximum number of free tuition credit hours.

CIP Code: 51.0910

Course Descriptions

Cardiovascular Concepts

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DSAE	2303	Cardiovascular Concepts	Active	3	48	96
51.0910	DSAE	2403	Cardiovascular Concepts	Active	4	64	128
51.0910	DSAE	2003	Cardiovascular Concepts	Archived #	0	48	128

Course Level: Intermediate

Course Description: Anatomy, physiology, and pathophysiology of the cardiovascular system. Focuses on cardiac and vascular structural anatomy and relationships, electrical innervation, embryology, and hemodynamics of the heart and vascular system. Includes pathophysiology, etiology, pathology, signs, symptoms, risk factors, and treatment of cardiovascular diseases.

End-of-Course Outcomes: Identify the anatomical structures of the cardiovascular system; describe blood flow and electrical conduction through the heart; describe normal and pathological hemodynamics; list the major stages of fetal cardiovascular development; and describe the signs, symptoms, etiology, pathophysiology, risk factors, treatment methods, and evaluation methods for the most prevalent cardiovascular diseases.

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2014

Advanced Ultrasound Physics

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DMSO	2043	Advanced Ultrasound Physics	Active	0	32	96
51.0910	DMSO	2243	Advanced Ultrasound Physics	Active	2	32	80
51.0910	DMSO	2343	Advanced Ultrasound Physics	Active	3	48	96

Course Descriptions

Course Level: Advanced

Course Description: Theory and application of ultrasound principles. Includes advances in ultrasound technology.

End-of-Course Outcomes: Describe and discuss ultrasound principles and instrumentation including modes of operation, techniques for recording sonographic images, and advances in ultrasound technology.

Lab Recommended

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2014

Introduction to Echocardiography Techniques

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DSAE	1003	Introduction to Echocardiography Techniques	Active	0	48	96
51.0910	DSAE	1203	Introduction to Echocardiography Techniques	Active	2	48	80
51.0910	DSAE	1303	Introduction to Echocardiography Techniques	Active	3	64	96

Course Level: Introductory

Course Description: An introduction to scanning techniques and procedures with hands-on experience in a lab setting. Emphasis is placed on the sonographic evaluation of the normal adult heart.

End-of-Course Outcomes: Demonstrate scanning techniques; demonstrate appropriate measurements in each modality; describe a normal echocardiogram; and demonstrate scan ergonomics and patient care and positioning.

Lab Recommended

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2014

Course Descriptions

Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DSAE	1160	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	1	48	96
51.0910	DSAE	1260	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	2	96	192
51.0910	DSAE	1360	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	3	144	288
51.0910	DSAE	1460	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	4	192	384
51.0910	DSAE	1560	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	5	240	480
51.0910	DSAE	1660	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	6	288	576
51.0910	DSAE	2160	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	1	48	96
51.0910	DSAE	2260	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	2	96	192
51.0910	DSAE	2360	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	3	144	288
51.0910	DSAE	2460	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	4	192	384

Course Descriptions

51.0910	DSAE	2560	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	5	240	480
51.0910	DSAE	2660	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	6	288	576

Course Description: A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

End-of-Course Outcomes: As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Lab Recommended

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2003

Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DSAE	1161	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	1	48	96
51.0910	DSAE	1261	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	2	96	192
51.0910	DSAE	1361	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	3	144	288

Course Descriptions

51.0910	DSAE	1461	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	4	192	384
51.0910	DSAE	1561	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	5	240	480
51.0910	DSAE	1661	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	6	288	576
51.0910	DSAE	2161	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	1	48	96
51.0910	DSAE	2261	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	2	96	192
51.0910	DSAE	2361	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	3	144	288
51.0910	DSAE	2461	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	4	192	384
51.0910	DSAE	2561	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	5	240	480
51.0910	DSAE	2661	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	6	288	576

Course Description: A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

End-of-Course Outcomes: As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety

Course Descriptions

practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Lab Recommended

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2003

Advanced Echocardiography

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DSAE	2035	Advanced Echocardiography	Active	0	32	96
51.0910	DSAE	2235	Advanced Echocardiography	Active	2	32	80
51.0910	DSAE	2335	Advanced Echocardiography	Active	3	48	96

Course Level: Advanced

Course Description: Advanced echocardiographic procedures. Topics include stress echo, related diagnostic imaging, and related noninvasive cardiac testing.

End-of-Course Outcomes: Describe the procedures and applications of stress echocardiography; identify alternate diagnostic modalities and their correlation with echocardiography; and demonstrate the ability to write technical reports based upon the findings of the echocardiographic exam.

Lab Recommended

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2014

Echocardiographic Evaluation of Pathology II

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
-----	--------	--------	--------------	--------	---------------------	--------------	--------------

Course Descriptions

51.0910	DSAE	2337	Echocardiographic Evaluation of Pathology II	Active	3	64	96
51.0910	DSAE	2437	Echocardiographic Evaluation of Pathology II	Active	4	80	128
51.0910	DSAE	2037	Echocardiographic Evaluation of Pathology II	Archived #	0	64	128

Suggested Prerequisite: DSAE 2004/2304/2404: Echocardiographic Evaluation of Pathology I

Course Level: Advanced

Course Description: A continuation of Echocardiographic Evaluation of Pathology I with emphasis on cardiac disease. A discussion of quantitative measurements and application of 2-D, M-Mode, Doppler and recognition of the sonographic appearances of cardiac disease is stressed.

End-of-Course Outcomes: Describe the etiology, signs and symptoms, treatment, and echocardiographic features of selected diseases; and integrate criteria for recognition, evaluation, and quantification.

Lab Recommended

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2014

Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DSAE	1162	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	1	48	96
51.0910	DSAE	1262	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	2	96	192
51.0910	DSAE	1362	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	3	144	288

Course Descriptions

51.0910	DSAE	1462	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	4	192	384
51.0910	DSAE	1562	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	5	240	480
51.0910	DSAE	1662	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	6	288	576
51.0910	DSAE	2162	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	1	48	96
51.0910	DSAE	2262	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	2	96	192
51.0910	DSAE	2362	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	3	144	288
51.0910	DSAE	2462	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	4	192	384
51.0910	DSAE	2562	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	5	240	480
51.0910	DSAE	2662	Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician	Active	6	288	576

Course Description: A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

End-of-Course Outcomes: As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices,

Course Descriptions

interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Lab Recommended

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2003

Echocardiography Professionalism and Registry Review

CIP	Rubric	Number	Course Title	Status	Semester Credit Hrs	Min Cont Hrs	Max Cont Hrs
51.0910	DSAE	2255	Echocardiography Professionalism and Registry Review	Active	2	32	80
51.0910	DSAE	2355	Echocardiography Professionalism and Registry Review	Active	3	48	96
51.0910	DSAE	2055	Echocardiography Professionalism and Registry Review	Archived #	0	32	96

Course Level: Advanced

Course Description: Knowledge, skills and professional values within a legal and ethical context addressing emerging technologies and professional development as it relates to the field of echocardiography. Ergonomic techniques and equipment applications associated with technological advances in the field of echocardiography. Registry review techniques and registry preparedness.

End-of-Course Outcomes: Explain the issues related to the echocardiography professional and the legal and ethical considerations; demonstrate registry preparedness; and develop department management strategies and documents.

Licensing/Certification Agency: American Registry for Diagnostic Medical Sonography; Cardiovascular Credentialing International

Lab Recommended

Course Descriptions

CIP Code Description: 51.0910 (Diagnostic Medical Sonography/Sonographer and Ultrasound Technician)

Effective Date: September 1, 2014

Appendix B

SPC Curriculum Committee Approved Minutes

Cardiac Sonography Advanced Technical Certificate - New-Existing Z_AAS/Cert/OSA - New-Existing - 17-18



Required Information

Select Proposal Type*

New-Existing

Program Type:*

Program

Shared Core

Instructions:

Since a New-Existing program is (typically) adding a stackable award to a program previously approved by THECB, it is often easiest to import the award to which this one stacks, then edit to remove courses that are not in this award.

Import degree/cert from your college's eCatalog.

Complete only **required fields**.

*All required fields are marked with an * and need to be filled out before you can launch the proposal.*

Launch proposal.

Make necessary edits.

Select your College*

NLC

NVC *

PAC *^#

SAC *^#

SPC *#

Program Team*

SPC - (AAS) Diagnostic Medical Sonography Prog Team

Effective Term:

Fall 2018

Degree Plan Title:*

Cardiac Sonography Advanced Technical Certificate

Degree Short Title:

Cardiac Sonography

[Proposals](#)[Agendas](#)[Accounts](#)[Reports](#)**Summary of Changes and Rationale**

Advanced Technical Certificate stackable to Diagnostic Medical Sonography AAS.

eCat Info**Degree Plan Description:**

The Cardiac Sonographer performs cardiovascular examinations to produce a picture of a heart and great vessels using high-frequency sound waves. The Cardiac Sonographer may work in hospitals, clinics and physician's offices.

With this award, you will be able to seek jobs such as:

Cardiac Sonographer

Related Awards:

Diagnostic Medical Sonography, A.A.S.

Invasive Cardiovascular Technology, A.A.S.

Instructions for adding courses:

You must add courses to the course list first. You can do this by either adding a course manually (**ADD COURSE**) or by importing the course from the catalog (**IMPORT COURSE from the Acalog system catalog for Curriculog Integration for 18-19 catalog**).

Once you have your course in the list, you can then add it to a core of requirements in your program. To do this, navigate to the Schema view and expand the core to which you would like to add the course. If the core does not exist you can create a new one (**ADD CORE**).

Curriculum*

BIOL - 2404 - Human Anatomy and Physiology
 DMSO - 2243 - Advanced Ultrasound Physics
 DSAE - 1203 - Introduction to Echocardiography Techniques
 DSAE - 1260 - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician
 DSAE - 1461 - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician
 DSAE - 2235 - Advanced Echocardiography
 DSAE - 2255 - Echocardiography Professionalism and Registry Review
 DSAE - 2303 - Cardiovascular Concepts
 DSAE - 2304 - Echocardiographic Evaluation of Pathology I
 DSAE - 2337 - Echocardiographic Evaluation of Pathology II
 DSAE - 2462 - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician
 ENGL - 1301 - Composition IMATH - 1314 - College Algebra

Institute

Health & Biosciences
Institute

Degree Type

Advanced Technical
Certificate

Proposals

[Agendas](#)

[Accounts](#)

[Reports](#)

Impact

What related proposals are being submitted? Please copy and paste the proposal url(s) in this field.

New New course proposals for the following:

- DSAE 1203 alamo.curriculog.com/proposal:996/form
- DSAE 1280 alamo.curriculog.com/proposal:997/form
- DSAE 2304 alamo.curriculog.com/proposal:998/form
- DSAE 1461 alamo.curriculog.com/proposal:1000/form
- DSAE 2235 alamo.curriculog.com/proposal:1001/form
- DSAE 2337 alamo.curriculog.com/proposal:1002/form
- DSAE 2462 alamo.curriculog.com/proposal:1003/form
- DSAE 2255 alamo.curriculog.com/proposal:1004/form
- DSAE 2303 alamo.curriculog.com/proposal:980/form

New existing proposal for the following:

- DMSO 2243 Advanced Ultrasound Physics
alamo.curriculog.com/proposal:2983/form

!!! DO NOT CHANGE ANY INFORMATION BELOW !!!

eCat Code

	<p>11:56 AM Changes: Yes Comments: No</p>	<p>Please upload the form that you just printed and signed. This will be used as your signature to sign this proposal upon approval.</p>
<p>Program Team</p>	<p>Status: <i>Approved</i></p>	<p>Upload Approval File <input type="button" value="Choose File"/> No file chosen</p>
<p>Participants</p> <p> Barbara Travis 3/26/2018 2:16 PM</p>	<p>Activity </p> <p>Required for Approval: <i>100% required</i> Date Completed: 3/26/2018 2:16 PM Changes: No Comments: No</p>	
<p>Curriculum Analyst</p>	<p>Status: <i>Approved</i></p>	
<p>Participants</p> <p> Blanca Cuellar 3/28/2018 11:43 AM</p>	<p>Activity </p> <p>Required for Approval: <i>100% required</i> Date Completed: 3/28/2018 11:43 AM Changes: No Comments: No</p>	
<p>Dean</p>	<p>Status: <i>Approved</i></p>	

100% required
Date
Completed:
3/28/2018 5:17
PM
Changes: No
Comments: No

College Curriculum Committee

Status: *Approved*

Participants

▲ SPC Curriculum Committee

[SPC CC Agenda - 3/29/2018](#)

✔ Laurie Rodriguez *
3/29/2018 2:40 PM

Activity

Required for Approval:
100% required
Date
Completed:
3/29/2018 2:40 PM
Changes: No
Comments: No
Agenda: Yes

* Agenda Administrator

Pre-ACCC Review

Status: *Rejected*

Participants

✘ Christa Emig 4/2/2018 1:41 PM

Activity

Required for Approval:
100% required
Date
Completed:
4/2/2018 1:41 PM
Changes: No
Comments: Yes

College Curriculum Committee

Status: *Approved*

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[Agendas](#)
[Accounts](#)
[Reports](#)

▲ SPC Curriculum Committee

[SPC CC Agenda - 4/12/2018](#)

✔ Laurie Rodriguez *
4/12/2018 2:27 PM

Required for Approval:
100% required
Date Completed:
4/12/2018 2:27 PM
Changes: No
Comments: No
Agenda: Yes


* Agenda Administrator

Pre-ACCC Review

Status: *Approved*

Participants

✔ Christa Emig
4/13/2018 7:53 AM

Activity 

Required for Approval:
100% required
Date Completed:
4/13/2018 7:53 AM
Changes: Yes
Comments: Yes


ACCC

Status: *Approved*

Participants

▲ ACCC
[ACCC - 4/16/18 - Agenda #1](#)

✔ Christa Emig *
4/17/2018 11:49 AM

Activity 

Required for Approval:
100% required
Date Completed:
4/17/2018 11:49 AM
Changes: No
Comments: Yes
Agenda: Yes

* Agenda Administrator

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V1.25-7.1

Appendix C

Alamo Colleges [District] Curriculum Council

Change Request Approval

Cardiac Sonography Advanced Technical Certificate - New-Existing Z_AAS/Cert/OSA - New-Existing - 17-18

Required Information

Select Proposal Type*

Program Type:* Program
 Shared Core

Instructions:

Since a New-Existing program is (typically) adding a stackable award to a program previously approved by THECB, it is often easiest to import the award to which this one stacks, then edit to remove courses that are not in this award.

Import degree/cert from your college's eCatalog.

Complete only **required fields**.

*All required fields are marked with an * and need to be filled out before you can launch the proposal.*

Launch proposal.

Make necessary edits.

Select your College* NLC
 NVC *
 PAC *^#
 SAC *^#
 SPC *#

Program Team*

Effective Term:

Degree Plan Title*

Degree Short Title:

[Proposals](#)[Agendas](#)[Accounts](#)[Reports](#)**Summary of Changes and Rationale**

Advanced Technical Certificate stackable to Diagnostic Medical Sonography AAS.

eCat Info**Degree Plan Description:**

The Cardiac Sonographer performs cardiovascular examinations to produce a picture of a heart and great vessels using high-frequency sound waves. The Cardiac Sonographer may work in hospitals, clinics and physician's offices.

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Cardiac Sonographer

Related Awards:

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Invasive Cardiovascular Technology, A.A.S.

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Curriculum*

BIOL - 2404 - Human Anatomy and Physiology
 DMSO - 2243 - Advanced Ultrasound Physics
 DSAE - 1203 - Introduction to Echocardiography Techniques
 DSAE - 1260 - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician
 DSAE - 1461 - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician
 DSAE - 2235 - Advanced Echocardiography
 DSAE - 2255 - Echocardiography Professionalism and Registry Review
 DSAE - 2303 - Cardiovascular Concepts
 DSAE - 2304 - Echocardiographic Evaluation of Pathology I
 DSAE - 2337 - Echocardiographic Evaluation of Pathology II
 DSAE - 2462 - Diagnostic Medical Sonography/Sonographer and Ultrasound

Appendix D

THECB Workforce Education Inventory Access and Update

Workforce Education Course Manual

Logged in as: bgomez29@alamo.edu | Edit Profile | View Access | Sign Out
 Due to inactivity your session will logout in 19 minutes.

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003608 - Alamo Community College - St. Philip's College
510910 - DIAGNOSTIC MEDICAL SONOGRAPHY/SONOGRAPHIC & ULTRASOUND TEC
Revision 8222 - In Progress - Jan. 1, 2019

[Modify Award](#)

[Back](#)

Award 37514 - Cardiac Sonography Advanced Technical Certificate - 510910

Award Information

Award Action: Add Award Status: Approved
 Award Type: ATC - Advanced Technical Certificate
 Award Title: Cardiac Sonography Advanced Technical Certificate
 Award CIP Code: 510910 - DIAGNOSTIC MEDICAL SONOGRAPHY/SONOGRAPHER AND ULTRASOUND
 Implementation Date: Jan. 1, 2019
 Is this award taught at a correctional facility? No
 Is this award Tech-Prep? No

Comments on this Award:

Advanced Technical Certificate stack-able to Diagnostic Medical Sonography AAS.

1st Year

Prerequisite Semester

Prefix	Number	Course Name	Course Type	Weekly Lec Hrs	Weekly Lab Hrs	Ext Hrs	Cont Hrs	Cred Hrs
ENGL	1301	<u>Composition I</u>	ACGM	3	0	0	48	3
MATH	1314	<u>College Algebra</u>	ACGM	3	0	0	48	3
BIOL	2404	<u>Human Anatomy and Physiology</u>	ACGM	3	3	0	96	4
Prerequisite Semester Totals				9	3	0	192	10

1st Semester

Prefix	Number	Course Name	Course Type	Ext Hrs	Cont Hrs	Cred Hrs
--------	--------	-------------	-------------	---------	----------	----------

Prefix	Number	Course Name	Course Type	Weekly Lec Hrs	Weekly Lab Hrs	Ext Hrs	Cont Hrs	Cred Hrs
DSAE	2303	<u>Cardiovascular Concepts</u>	WECM (SCH)	3	0	0	48	3
DMSO	2243	<u>Advanced Ultrasound Physics</u>	WECM (SCH)	2	0	0	32	2
DSAE	1203	<u>Introduction to Echocardiography Techniques</u>	WECM (SCH)	2	1	0	48	2
DSAE	1260	<u>Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician</u>	WECM (SCH)	0	0	8	128	2
1st Semester Totals				7	1	8	256	9
2nd Semester								
Prefix	Number	Course Name	Course Type	Weekly Lec Hrs	Weekly Lab Hrs	Ext Hrs	Cont Hrs	Cred Hrs
DSAE	2304	<u>Echocardiographic Evaluation of Pathology I</u>	WECM (SCH)	2	4	0	96	3
DSAE	1461	<u>Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician</u>	WECM (SCH)	0	0	24	384	4
DSAE	2235	<u>Advanced Echocardiography</u>	WECM (SCH)	1	3	0	64	2
2nd Semester Totals				3	7	24	544	9
3rd Semester								
Prefix	Number	Course Name	Course Type	Weekly Lec Hrs	Weekly Lab Hrs	Ext Hrs	Cont Hrs	Cred Hrs
DSAE	2337	<u>Echocardiographic Evaluation of Pathology II</u>	WECM (SCH)	2	4	0	96	3
DSAE	2462	<u>Clinical - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician</u>	WECM (SCH)	0	0	24	384	4
DSAE	2255	<u>Echocardiography Professionalism and Registry Review</u>	WECM (SCH)	1	3	0	64	2
3rd Semester Totals				3	7	24	544	9
Program Totals				22	18	56	1536	37

60x30TX

Texas Higher Education
Coordinating Board

1200 E. Anderson Lane, Austin, TX 78752 - P.O. Box 12788, Austin, TX 78711-2788 - 512-427-6101 ©2018 THECB

Appendix E

Faculty Roster Form

**Faculty Roster Form
Qualifications of Full-Time and Part-Time Faculty**

Name of Institution: Saint Philip's College

Name of Primary Department, Academic Program, or Discipline: Invasive Cardiovascular Technology

Academic Term(s) Included:

Date Form Completed: 05/08/2019

1	2	3	4
NAME (F, P)	COURSES TO TEACH Including Term, Course Number & Title, Credit Hours (D, UN, UT, G)	ACADEMIC DEGREES & COURSEWORK Relevant to Courses Taught, Including Institution & Major List specific graduate coursework, if needed	OTHER QUALIFICATIONS & COMMENTS Related to Courses Taught
Program Director to be hired; position posted 05/08/2019	DSAE 1203- Introduction to Echocardiography Techniques DSAE 2304- Echocardiographic Evaluation of Pathology I DSAE 2235 Advanced Echocardiography DSAE 2237 Echocardiographic Evaluation of Pathology II DSAE 2255 Echocardiography Professionalism and Registry Review		
Ben Ochoa (F) Clinical Coordinator	DSAE 2303- Cardiovascular Concepts DMSO 2243- Advanced Ultrasound Physics DSAE 1260- DCS Clinical I DSAE 1461 DCS Clinical II DSAE 2462 DCS Clinical III	BSHS (Health Sciences), Trident University International, CA Certificate (Cardiovascular Technology), AMEDD C&S, Fort Sam Houston, TX	(RCIS) Registered Cardiovascular Invasive Specialist Credential, (RCS) Registered Cardiac Sonographer (ACLS) Advanced Cardiac Life Support

F, P: Full-time or Part-time; D, UN, UT, G: Developmental, Undergraduate Nontransferable, Undergraduate Transferable, Graduate

Appendix F

Library Resources Listing

Textbook Adoptions by Semester

Fall Semester I Cardiac Sonography Program Book Adoption		
ISBN	Title	Author
978-0840022585	Cardiopulmonary Anatomy & Physiology 6th Ed	Terry Des Jardins
978-1451194272	Feigenbaum's Echocardiography Eighth Edition	Armstrong & Ryan
978-0962644443	Understanding Ultrasound Physics, Third Edition	Sidney K. Edelman
Spring Semester II Cardiac Sonography Program Book Adoption		
ISBN	Title	Author
978-1605477237	Pathophysiology of Heart Disease: A Collaborative Project of Medical Students and Faculty Lilly 5th Ed.	Leonard Lilly MD
978-1451194272	Feigenbaum's Echocardiography Eighth Edition	Armstrong & Ryan
978-1511641784	Echo Physiology and Hemodynamics (Echocardiography Illustrated) (Volume 7)	Bernard E Bulwer MD
978-0912912066	Rapid Interpretation of EKG's 6th Ed	Dale Dubin
Summer Semester III Cardiac Sonography Program Book Adoption		
ISBN	Title	Author
978-0912912066	Rapid Interpretation of EKG's 6th Ed	Dale Dubin
978-1455728572	Textbook of Clinical Echocardiography (Endocardiography) 5th Edition	Catherine M. Otto
978-1451194272	Feigenbaum's Echocardiography Eighth Edition	Armstrong & Ryan
978-0615768359	The Echocardiographer's Pocket Reference 4th ed. Edition	Terry Reynolds

Appendix G

Return on Investment: Cardiac Sonography

Alamo Colleges
 Return on Investment Calculation
 Cardiac Sonography Advanced Technical Certificate (ECHO)

SPC	#Students / Cohort - Program	15	15	15
	Cohort 1 Begins AAS Degree Plan		Cohort 2 Begins	Cohort 3 Begins
Average Class size		15		
Retention Rate		95.0%		
Students / Yr				

Start Up Costs	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
Per AAS Degree Plan tab:	Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6			
SCH / Program	26.00								
Semester Credit Hours / Term	9.00	9.00	8.00	-	-	-			

Start Up Costs	Sem 1 Yr1	Sam 2	Sam 3	Yr2	Spring21	Summer21	Yr3	Spring22	Summer22
Cohorts:									
Cohort 1 Day	15.0	14.0	13.0						
Cohort 2 Day				15.0	14.0	13.0			
Cohort 3 Day							15.0	14.0	13.0
Cohort 4 Day									
Cohort 5 Day									
Total Students	15.0	14.0	13.0	15.0	14.0	13.0	15.0	14.0	13.0

Cohort Semester Hours:	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
Cohort 1 Semester Hrs	135.0	126.0	104.0	-	-	-	-	-	-
Cohort 2 Semester Hrs				135.0	126.0	104.0	-	-	-
Cohort 3 Semester Hrs							135.0	126.0	104.0
Cohort 4 Semester Hrs									
Cohort 5 Semester Hrs									
Total Semester Credit Hours	135.0	126.0	104.0	135.0	126.0	104.0	135.0	126.0	104.0

Contact Hours:	Start Up Costs	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
Technical Contact Hours		8,880	7,840	7,280	8,880	7,840	7,280	8,880	7,840	7,280
Academic Contact Hours		-	-	-	-	-	-	-	-	-
Total Contact Hours		8,880	7,840	7,280	8,880	7,840	7,280	8,880	7,840	7,280
Contact Hrs per SCH		65.78	62.22	70.00	65.78	62.22	70.00	65.78	62.22	70.00

Technical CH / Term	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
Cohort Term 1	592.00	560.00	560.00	-	-	-	-	-	-
Cohort Term 2				592.00	560.00	560.00	-	-	-
Cohort Term 3							592.00	560.00	560.00
Cohort Term 4									
Cohort Term 5									
Total Technical CH / Term	592.00	560.00	560.00	592.00	560.00	560.00	592.00	560.00	560.00

Academic CH / Term	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
Cohort Term 1	-	-	-	-	-	-	-	-	-
Cohort Term 2				-	-	-	-	-	-
Cohort Term 3							-	-	-
Cohort Term 4									
Cohort Term 5									
Total Academic CH / Term	-	-	-	-	-	-	-	-	-

Alamo Colleges
Return on Investment Calculation
Cardiac Sonography Advanced Technical Certificate (ECHO)

SPC	#Students / Cohort - Program	15	15	15
-----	------------------------------	----	----	----

Revenue & Expenses

Revenue Input:	Fall	Spring	Summer*							
Tuition per SCH	\$ 99	\$ 99	\$ -	Increase of \$13/SCH effective Spring 19 Fast Completion Incentive Plan noted below						
<i>Assumes In-District of 12 SCH;</i>										
Special Program Tuition	500	500								
Other Fees										
State Reimb Rate FY1819	Full Rate	Multiplier	Biennium Decline							
Technical - Avg THEC3										
Rate per Fund Codes listed on AAS	\$ 13.33	24.41%								
Academic - Avg THEC3										
Rate per Fund Codes listed on AAS	#DIV/0!	24.41%								
	Start Up Costs	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
State Reimb Rate:										
Technical - Fund Codes listed on AAS	\$ 3.25	3.25	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.25
Academic - Fund Codes listed on AAS	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Student Success Points = \$185/point	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
Student Success Points - Cohort 1	-	1.00	2.00	-	-	-	-	-	-
# Students Completing Metric - Cohort 1	15	14	13	-	-	-	-	-	-
Student Success Points - Cohort 2	-	-	-	1.00	2.00	-	-	-	-
# Students Completing Metric - Cohort 2	-	-	-	15	14	13	-	-	-
Student Success Points - Cohort 3	-	-	-	-	-	-	1.00	2.00	-
# Students Completing Metric - Cohort 3	-	-	-	-	-	-	15	14	13
Student Success Points - Cohort 4	-	-	-	-	-	-	-	-	-
# Students Completing Metric - Cohort 4	-	-	-	-	-	-	-	-	-
Student Success Points - Cohort 5	-	-	-	-	-	-	-	-	-
# Students Completing Metric - Cohort 5	-	-	-	-	-	-	-	-	-
Total Success Point Funding	-	2,590	4,810	-	2,590	4,810	-	2,590	4,810

Expense Input:										
FT Faculty & Adjunct Salary:										
FT Fac load per Year (Fall & Spring)		10	\$ per term							
		FF Faculty Rate	FF Faculty Rate							
FT Fac Annual Salary (without benefits) (Current program Faculty per FY2019 SP)	47,335	\$ 47,335	\$ 47,335							
FT Fac Annual Salary w Benefit \$/Load (Class)	31.740%	\$ 62,359	\$ 62,359							
		\$ 6,236								
		Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
# of FT Faculty per Term - ASSUMPTION		1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
<i>* rates are for full-time & temporary faculty beginning the week faculty return to campus and working 15 workload units.</i>										
Cost of 1 FT Faculty by Term		\$ 31,180	\$ 31,180	\$ 3,722	\$ 31,180	\$ 31,180	\$ 3,722	\$ 31,180	\$ 31,180	\$ 3,722
		without Benefits	with Benefits (8.3%)							

Alamo Colleges
Return on Investment Calculation
Cardiac Sonography Advanced Technical Certificate (ECHO)

SPC	#Students / Cohort - Program	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Adjunct \$ / Section - MA24 [pc \$	2,644	2,863	FY18 Staffing Budget - Adjunct Faculty effective 1/1/18							
Adjunct \$ / Section - MA24 [pc \$	588	637								
# of Adjunct Lab Faculty- ASSUMPTION	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
# Cohorts	1	1	1	1	1	1	1	1	1	1
Cohort #1 Day - # of classes	3.00	2.80	2.31	-	-	-	-	-	-	-
Cohort #2 Day - # of classes	-	-	-	3.00	2.80	2.31	-	-	-	-
Cohort #3 Day - # of classes	-	-	-	-	-	-	3.00	2.80	2.31	-
Cohort #4 Day - # of classes	-	-	-	-	-	-	-	-	-	3.00
Cohort #5 Day - # of classes	-	-	-	-	-	-	-	-	-	2.80
# of Classes	3.00	2.80	2.31	3.00	2.80	2.31	3.00	2.80	2.31	3.00
Total Available FT Faculty										
Load	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Excess Load (Adjunct)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Faculty Load	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0

Other Expense Input Items:

Equipment - Startup/One Time Expense	\$ 111,000
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Supplies - annual including maintenance

	Yr1			Yr2			Yr3			
	Start Up Costs	Fall19	Spring20	Summer20	Fall20	Spring21	Summer21	Fall21	Spring22	Summer22
REVENUES										
Tuition & Fees (Gross)	\$ 13,365	\$ 12,474	\$ 10,296	\$ 13,365	\$ 12,474	\$ 10,296	\$ 13,365	\$ 12,474	\$ 10,296	\$ 10,296
Summer Momentum Program Exemption	\$ -	\$ -	\$ (3,861)	\$ -	\$ -	\$ (3,861)	\$ -	\$ -	\$ -	\$ (3,861)
State Appropriations - Technical (Reimbursement on 2 Yr Lag)							\$ 28,898	\$ 25,513	\$ 23,691	
State Appropriations - Academic (Reimbursement on 2 Yr Lag)							\$ -	\$ -	\$ -	
Success Points Funding (Reimbursement on 2 Yr Lag)							\$ -	\$ 2,590	\$ 4,810	
Special Program Tuition*	\$ 7,500	\$ 7,000	\$ 6,500	\$ 7,500	\$ 7,000	\$ 6,500	\$ 7,500	\$ 7,000	\$ 6,500	
Other Revenue										
TOTAL REVENUE	\$ -	\$ 20,865	\$ 19,474	\$ 12,935	\$ 20,865	\$ 19,474	\$ 12,935	\$ 49,763	\$ 47,577	\$ 41,486

* Note: Exclude any revenues that are "pass-through" to a testing or other 3rd party. Needs to be applied to apples with Alamo Colleges expenses listed and incurred.

EXPENSES										
FT Faculty Salaries	31,180	31,180	3,722	31,180	31,180	3,722	31,180	31,180	3,722	3,722
Adjunct Lab Faculty per Section	5,727	5,727	5,727	5,727	5,727	5,727	5,727	5,727	5,727	5,727
Other Salaries per Section	-	-	-	-	-	-	-	-	-	-
Equipment - Startup	111,000	-	-	-	-	-	-	-	-	-
Supplies - Per Term	2,000	-	-	2,000	-	-	2,000	-	-	-
Staff Travel/Development (every 2 years)	11,500	-	-	11,500	-	-	11,500	-	-	-
Cost Factor - FFE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL DIRECT COSTS	\$ 111,000	\$ 50,406	\$ 36,906	\$ 9,449	\$ 50,406	\$ 36,906	\$ 9,449	\$ 50,406	\$ 36,906	\$ 9,449
Indirect costs (per Finance Factor)	\$ 252	\$ 235	\$ 218	\$ 252	\$ 235	\$ 218	\$ 252	\$ 235	\$ 218	\$ 218
Depreciation - on Current equipment										

Alamo Colleges
Return on Investment Calculation
Cardiac Sonography Advanced Technical Certificate (ECHO)

SPC	#Students / Cohort - Program	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
TOTAL EXPENSE	\$ 111,000	\$ 50,658	\$ 37,142	\$ 9,668	\$ 50,658	\$ 37,142	\$ 9,668	\$ 50,658	\$ 37,142	\$ 9,668
NET INCOME / (LOSS)	\$ (111,000)	\$ (29,793)	\$ (17,668)	\$ 3,267	\$ (29,793)	\$ (17,668)	\$ 3,267	\$ (895)	\$ 10,435	\$ 31,768
CUMULATIVE NET INCOME/(LOSS)	\$ (140,793)	\$ (158,461)	\$ (155,194)	\$ (184,987)	\$ (202,655)	\$ (199,387)	\$ (200,283)	\$ (189,847)	\$ (158,079)	\$ (158,079)

1.5				1.5		
2.0	2.0	2.0	2.0	2.0	2.0	
1	1	1	1	1	1	
-	-	-	-	-	-	
3.00	2.80	2.31				
3.00	2.80	2.31	3.00	2.80	2.31	
5.0	5.0	5.0	5.0	5.0	5.0	
2.0	2.0	2.0	2.0	2.0	2.0	
5.0	5.0	5.0	5.0	5.0	5.0	
						\$ -
						\$ -

Yr4	Yr5			Yr6			Total
Fall22	Spring23	Summer23	Fall23	Spring24	Summer24		
\$ 13,365	\$ 12,474	\$ 10,296	\$ 13,365	\$ 12,474	\$ 10,296	\$	\$ 180,675
\$ -	\$ -	\$ (3,861)	\$ -	\$ -	\$ (3,861)	\$	\$ (19,305)
\$ 28,898	\$ 25,513	\$ 23,691	\$ 28,898	\$ 25,513	\$ 23,691	\$	\$ 234,306
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	\$ -
\$ -	\$ 2,590	\$ 4,810	\$ -	\$ 2,590	\$ 4,810	\$	\$ 22,200
\$ 7,500	\$ 7,000	\$ 6,500	\$ 7,500	\$ 7,000	\$ 6,500	\$	\$ 105,000
\$	\$	\$	\$	\$	\$	\$	\$ -
\$ 49,763	\$ 47,577	\$ 41,436	\$ 49,763	\$ 47,577	\$ 41,436	\$	\$ 522,876
31,180	31,180	3,722	31,180	31,180	3,722		330,408
5,727	5,727	5,727	5,727	5,727	5,727		85,902
-	-	-	-	-	-		-
2,000	-	-	2,000	-	-		111,000
11,500	-	-	11,500	-	-		10,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 57,500
\$ 50,406	\$ 36,906	\$ 9,449	\$ 50,406	\$ 36,906	\$ 9,449	\$	\$ 594,810
\$ 252	\$ 235	\$ 218	\$ 252	\$ 235	\$ 218	\$	\$ 3,528
							\$ -

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1.5				1.5		
\$ 50,658	\$ 37,142	\$ 9,668	\$ 50,658	\$ 37,142	\$ 9,668	\$ 598,338
\$ (895)	\$ 10,435	\$ 31,768	\$ (895)	\$ 10,435	\$ 31,768	\$ (75,462)
\$ (158,974)	\$ (148,539)	\$ (116,770)	\$ (117,666)	\$ (107,230)	\$ (75,462)	

Appendix H

Student Learning Outcomes and Assessment

INSTITUTIONAL STUDENT LEARNING OUTCOMES

St. Philip's College ensures that students develop the essential knowledge and skills they need to be successful in college, career, community and life by embedding cross-disciplinary student learning outcomes in academic courses and co-curricular activities.



Critical Thinking

St. Philip's College students will demonstrate the ability to use inquiry and analysis, evaluation and synthesis of information and creative thinking and innovation.



Communication

St. Philip's College students will demonstrate the ability to develop, interpret and express ideas through effective written, oral and visual communication for various academic and professional contexts.



Empirical and Quantitative Skills

St. Philip's College students will demonstrate the ability to manipulate and analyze numerical data or observable facts resulting in informed conclusions.



Teamwork

St. Philip's College students will demonstrate the ability to work effectively with others to support a shared purpose or goal and consider different points of view.



Social Responsibility

St. Philip's College students will demonstrate intercultural competency, civil knowledge and the ability to engage effectively in regional, national and global communities.



Personal Responsibility

St. Philip's College students will demonstrate the ability to connect choices, actions and consequences to ethical decision-making.

Appendix I

St. Philip's College Scorecard

St. Philip's College Scorecard FY 2019

For a detailed review of SPC Student Achievement Goals: <http://www.alamo.edu/mainwide.aspx?id=43716>

Results of Mission: Empower our diverse student population through educational achievement and career readiness.
Vision: Best in the nation in Student Success and Performance Excellence.
Values: Students First | Respect For All | Community Engaged | Collaboration | Can Do Spirit | Data Informed
Core Competencies: Quality Instruction of Educational Programs | Student Engagement | Community Engagement

STRATEGIC OBJECTIVES	INSTITUTIONAL PRIORITIES	SUPPORTING DOCUMENTS LEADING INDICATORS	BENCHMARK	RESULTS			TARGET
				Fall 15	Fall 16	Fall 17	Fall 18
Student Success	Productive Grade Rate (PGR)	<ul style="list-style-type: none"> SLO Assessment Results (QEP and ETS) Early Alert/Follow-Up Reports Tutoring Student Engagement (CCSSE Survey) 4E, 4L, 4P, 21 Noel Levitz 1-16 	AC baseline (Fall 2006) = 67.3%	83.1%	85.0%	83.6%	84.1%
	Persistence FT FTIC Fall-to-Fall	<ul style="list-style-type: none"> On-Site Wait Times Noel Levitz 1-16, 43,32,15,65 CCSSE 4O, 4E, 4P, 9B Tutoring/Advising Class Climate 	State & VLCC Best (NVC) = 71.1% VLCC Average = 62.6% Statewide = 58.4%	58.6%	57.2%	64.0%	64.5%
	Graduation Rate FT FTIC 3-year	<ul style="list-style-type: none"> Enrollment Productive Grade Rate (PGR) Early Alert Follow-Up Reports Tutoring/Advising Weekly Degree Audits (45+ Hrs) 	VLCC Best (San Jacinto North) = 35.4% VLCC Average = 20.1%, State Best (Clarendon) = 41.6% State Average = 20.7%	Fall 12 Cohort 12.0%	Fall 13 Cohort 16.2%	Fall 14 Cohort 26.4%	Fall 15 Cohort 26.9%
Leadership	Ethical Decision Making (EDM)	<ul style="list-style-type: none"> Rubric Assessment Ethical Decision Making/Personal Responsibility Student Engagement and Satisfaction (CCSSE, Noel Levitz) 	CCSSE every odd year (spring) Target: 50.0% NL every even year (spring) Ethical Decision Making (EDM)/Personal Responsibility Baseline (Fall 2014) = 73%	15/16	16/17	17/18	17/18
				Assessed Biannually	CCSSE ACL 48.1 SE 52.1 AC 48.8 SFI 48.3 SFL 56.0	Assessed Biannually	CCSSE ACL 50.0 SE 52.6 AC 50.0 SFI 50.0 SFL 56.5
				Summary Score NL 5.90	Next Assessment Spring 18	Summary Score NL 5.64	Summary Score 6.1
Performance Excellence		<ul style="list-style-type: none"> College Climate Survey (PACE) Employee Professional development 	PACE every year (Fall) target 3.76	3.76	3.86	3.81	3.86
	SACSCOC Compliance and Sustainability	<ul style="list-style-type: none"> Alumni Constituent Survey (ACS) Action Plans Sustainability Plans for Submission of the 5th year Report in 2021 Most Cited Standards Substantive Change Notifications and Prospectuses 	Alumni (EDM) SPC Constituent Survey Spring 2016 Average = 80.1% Best in the region (SACSCOC); 0 Recommendations; 2.5 (Average); SPC below average on cited recommendations SACSCOC due dates and dates of implementation SACSCOC Acceptance and Approval, respectively	80.1%	84.3%	85.1%	85.6%



ALAMO
COLLEGES
DISTRICT

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