



ST. PHILIP'S COLLEGE

A Point of Pride in the Community

OFFICE OF THE PRESIDENT

December 12, 2008

Dr. Belle S. Wheelan, Ph.D.
President
Commission on Colleges
Southern Association of Colleges and Schools
1866 Southern Lane
Decatur, GA 30033-4097

Dear Dr. Wheelan:

In reply to your September 24, 2008 letter requesting additional information concerning our presence at Northeast Lakeview College (NLC), we are taking steps to assure that we are in compliance with SACS requirements. Specific responses to your request follow.

1. *Describe the organizational and governance structure for the arrangement whereby the faculty teaching the course is Northeast Lakeview College faculty, but the courses are courses provided by St. Philip's College and San Antonio College.*

St. Philip's College (SPC) offers courses on the Northeast Lakeview (NLC) campus that are taught by SPC faculty. Academic oversight of course schedules, faculty, courses and programs is provided by SPC. SPC chairpersons for the discipline being taught provide supervision of faculty, assure consistency in curriculum, and participate in the assessment of faculty performance. NLC students are not comingled with St. Philip's College students. Effective Spring 2009, SAC and SPC students will not be comingled.

2. *As we understand the situation, students in those courses are registered as students at SPC and SAC. How do you assure that the faculty is qualified to teach the courses?*

Faculty teaching SPC courses at NLC are hired, supervised and assessed by SPC in accordance with approved internal procedures. The SPC Vice President of Academic Affairs certifies all teaching credentials and provides oversight to SPC faculty teaching SPC courses at NLC. SAC maintains responsibility for assuring faculty teaching SAC courses at NLC are qualified. Effective Spring 2009, SAC and SPC students will not be comingled.

3. *How do you assess student learning for the courses in question?*

SPC students taking courses at the NLC campus are assessed in the same manner and with the same expectations as SPC students taking courses on one of the SPC campuses. In addition to in-class assessments provided by the instructor, Achieving the Dream and QEP

student learning measures and assessments apply equally to SPC students taking courses at NLC. CCSSE data is collected from SPC students taking courses at NLC as well.

We reviewed the Commission's policy statement on *Joint Curricular Ventures Involving the Award of Credit by Member Institutions* and confirm the following:

1. The primary purpose of offering courses at NLC is educational. (Principles of Accreditation, Core Requirement 2.4)
2. Any course offered is consistent with the educational purpose and goals of SPC. (Principles of Accreditation, Federal Requirement 4.2) We understand that if we alter our purpose and goals, we must have the approval of the board. (Principles of Accreditation, Comprehensive Standard 3.1.1) We understand that we must notify the Commission on Colleges if we plan significant changes in purpose and goals. (Principles, Comprehensive Standard 3.12.1) See the Commission's "Substantive Change for Accredited Institutions."
3. SPC employed sound and acceptable practices for determining the amount and level of credit awarded for courses offered at NLC. (Principles of Accreditation, Comprehensive Standard 3.4.6)

St. Philip's College is committed to meeting all requirements of accreditation. Please advise if you need further information or clarification.

Sincerely,



Adena Williams Loston, Ph.D.
President

cc: Dr. Michael S. Johnson