



May 15, 2023

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

Dear Dr. Loston:

Your institution is scheduled to begin its decennial review in anticipation of action on your institution's reaffirmation of accreditation by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Board of Trustees in **2026**. To assist you as you begin this review, we invite you and other representatives from your institution to participate in **Orientation activities for the 2026 Reaffirmation Class**.

Based on the feedback received from attendees of previous Orientations and in order to reduce travel costs for institutional representatives, the Orientation activities for the Class of 2026 will be integrated into the **2023 SACSCOC Annual Meeting** program. This year's Annual Meeting is scheduled to be held in Orlando, FL, and the Orientation activities are planned for **December 3-5, 2023**. A set of sessions will be designated for the Class of 2026 representatives beginning on Sunday, December 3 and concluding on Tuesday, December 5, 2023.

Please note that *registration for the Annual Meeting is required to participate in the Orientation activities*. There is no separate registration fee to cover the costs of Orientation-specific sessions. As we approach the 2023 Annual Meeting registration opening date, you will receive an email from the Office of Training and Research that will provide additional information about the Orientation activities, including a general schedule and registration instructions.

Each institution is asked to establish a **Leadership Team** for the duration of its reaffirmation project. The team usually consists of five (5) individuals and typically includes the president/chancellor, the chief academic officer, the chief financial officer, a faculty member, and the institution's designated accreditation liaison. The Orientation activities are designed to provide your institution's Leadership Team with an overview of the reaffirmation process, with particular attention to discussing issues, challenges, and strategies for the development of a successful Compliance Certification Report and Quality Enhancement Plan (QEP). Please consider including your chief financial officer as one of your institutional participants in the Orientation activities at the 2023 Annual Meeting because we have scheduled special sessions that will address financial reporting requirements related to the reaffirmation process. The Orientation will also be an opportunity to meet your SACSCOC Vice President and to interact with other institutions beginning the reaffirmation process. Please limit the team attending the Orientation's opening plenary session on December 3 to five (5) institutional members, including yourself. Institutions may express interest in participating in the Differentiated Review Process. As noted in the *Differentiated Review Process Policy*, participating institutions must meet specific eligibility conditions, which a peer committee will review and recommend approval to the Executive Council. Once the Council has approved the institutions, the staff will notify eligible institutions prior to the Orientation meeting in December 2023. If you are interested in participating in the Differentiated Review Process, please indicate your willingness to do so by completing the *Interest Form* by **July 3, 2023**.

As an institutional accreditor, SACSCOC evaluation committees conduct a *comprehensive review* of an institution at the time of reaffirmation. When reaffirmed, the Board of Trustees is making a public



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statement about the quality of your *total institution and all its programs*, wherever offered and however delivered. Therefore, I urge you and your staff to review the SACSCOC *Substantive Change Policy and Procedures* to ensure your institution remains in compliance with the policy and with Comprehensive Standard 14.2 (Substantive Change) of the *Principles of Accreditation: Foundations for Quality Enhancement*. This standard requires an institution to notify SACSCOC of changes of a substantive nature as defined in the policy and, when required, to seek approval prior to implementation. A major revision of the policy was implemented in December 2020, with several subsequent updates. Please review the SACSCOC Substantive Change Policy and Procedures document, on-demand webinars, and other learning materials available on the Substantive Change webpage. I am alerting you to this policy because non-compliance can affect both reaffirmation and title IV funding at your institution.

In early fall, as you prepare for the Orientation activities, please review the *Principles of Accreditation: Foundations for Quality Enhancement (Principles)*, the *Handbook for Institutions Seeking Reaffirmation of Accreditation*, and the *Resource Manual for the Principles of Accreditation*. All these documents in addition to other materials related to reaffirmation can be found on the SACSCOC website under the Institutional Resources tab. This page focuses primarily on documents that will assist you during the reaffirmation process. We would appreciate you and your staff reviewing these documents prior to the activities that will be held during the SACSCOC Annual Meeting in December 2023.

The best to you and your academic community as you begin this very important institutional improvement process. Please feel free to contact your SACSCOC Vice President for assistance as you progress.

Sincerely,

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

Belle S. Wheelan, Ph.D.
President

BSW/SCL:ty

cc: Dr. J. Matthew Melton, SACSCOC Vice President
Dr. Diane Gavin, Institutional Accreditation Liaison