



February 11, 2015

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

Dear Dr. Loston:

Thank you for your letter of July 31, 2014, to SACSCOC in response to our request on May 23, 2014, for additional information regarding the proposed Associate of Applied Arts (A.A.S.) degree program in Vision Care Technology, effective spring 2015.

Additional information was requested by the Commission via email to Dr. Karen Sides; the response has been added to the original letter.

We requested the following information:

1. Evidence that required approvals to offer the program have been secured; and
2. Faculty roster documenting qualified faculty members who have been hired for the program.

We note that the implementation has been changed from fall 2014 to spring 2015.

Approvals

Minutes from meetings and copies of correspondence were submitted documenting approvals at all necessary levels: Presidents and Vice Chancellors (approved February 24, 2014), the institution's Board of Trustees (approved March 25, 2014), and the Texas Higher Education Coordinating Board (approved July 22, 2014).

Faculty

The prospectus indicated two full-time faculty hires were planned before implementation. The positions were recruiting in late summer and early fall; however, as of the date of this letter, no faculty members to support the program have been hired. A hiring plan and expected qualifications for the two faculty members to be hired was submitted. The positions and expected qualifications are:



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Program Director: master's degree in the field or a master's degree with at least 18 graduate hours in the field; certified paraprofessional in optometry/ophthalmic field; and three years of experience.

Clinical Coordinator: associate degree; Certified Dispensing Optician or Ophthalmic Technician; and three years of experience as a Certified Dispensing Optician or Ophthalmic Technician. A baccalaureate degree and five years of experience are preferred.

Direct program oversight will be provided by the Chair of the Allied Health Department with executive oversight by the Dean of Health Sciences.

Because the institution has existing and established programs in allied health science, and because the faculty members to be hired appear qualified based on the stated hiring criteria, the faculty to support the program appears to be sufficient and qualified provided that the persons hired meet all of the minimum qualifications as stated above. Keep in mind that the ultimate determination of faculty qualifications is the responsibility of the peer review teams who will assess the program as part of the institution's next SACSCOC accreditation review.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the A.A.S. degree program in Vision Care Technology. It was the decision of the Board to approve the program and include it in the scope of the current accreditation.

Best regards,

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

Belle S. Wheelan, Ph.D.
President

BSW/KWS:iy

cc: Dr. Karen Sides, Dean of Interdisciplinary Programs and Accreditation Liaison
Dr. Michael T. Hoefler