



**SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS  
COMMISSION ON COLLEGES**

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March 28, 2011

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

Dear Dr. *Adena* Loston:

Thank you for your letter of February 15, 2011, providing notification that, effective fall 2011, the College plans to offer two new programs, the Associate of Science in BioTechnology and the Associate of Science in Chemistry Research Assistant.

The College currently has no similar programs to either of the planned additional programs. Each will require new courses and a new faculty member. Equipment and other resources will be needed.

**Because these are significantly different programs from those currently offered, a full prospectus should be submitted for each program at least three months prior to the implementation date.** Information concerning the content of the prospectus may be found in the *Substantive Change Policy* available on our website, [www.sacscoc.org](http://www.sacscoc.org). Should you need his advice, please contact your staff representative, Dr. Michael S. Johnson, by telephone at 404-679-4501, ext. 4514, or by email at [mjohnson@sacscoc.org](mailto:mjohnson@sacscoc.org).

We look forward to receipt of the prospectuses.

Best regards,

*Belle*

Belle S. Wheelan, Ph.D.  
President

BSW/ABC:efk

cc: Dr. Mecca Salahuddin, Director, Planning, Research, and Effectiveness  
Dr. Michael S. Johnson