

Substantive Change Cover Sheet

1. Complete and submit a Substantive Change Cover Sheet with every substantive change submission.
2. Submit substantive changes as separate submissions except as permitted by policy.
3. Multiple changes in one submission, except as allowed by policy, will be returned.
4. An invoice will be issued, if required, when action is taken; no need to send payment until invoiced.

INSTITUTIONAL INFORMATION

INSTITUTION NAME (NO ABBREVIATIONS)	MAIN CAMPUS CITY + STATE (OR NON-U.S. COUNTRY)
IS THE INSTITUTION CURRENTLY ON REIMBURSEMENT FOR TITLE IV FEDERAL FUNDING? <input type="checkbox"/> Yes <input type="checkbox"/> No ▶ If "Yes" see policy for approval process requirements.	OFFICE USE

SUBSTANTIVE CHANGE RESTRICTION

1. Is the institution currently on Warning, Probation, or Probation for Good Cause?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Was the institution placed on Warning, Probation, or Probation for Good Cause on or after September 3, 2020, and subsequently removed from sanction?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Is the institution currently under provisional certification for participation in federal financial aid programs?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If ANY are "Yes" the institution is on SUBSTANTIVE CHANGE RESTRICTION. Refer to the <i>Substantive Change Policy and Procedures</i> for differential requirements and conditions.		◀◀

SUBMISSION INFORMATION

SUBSTANTIVE CHANGE TYPE (ONLY USE DESCRIPTIONS DEFINED IN POLICY)	SUBMISSION DATE	IMPLEMENTATION DATE
SUBSTANTIVE CHANGE DESCRIPTION		

OFF-CAMPUS INSTRUCTIONAL SITES /ADDITIONAL LOCATIONS RELATED TO THIS SUBMISSION

	Site Name	Address	City	State	ZIP Code	Country
1.						
2.						
3.						
4.						
5.						

PROGRAMS RELATED TO THIS SUBMISSION

	Program Name (to include discipline)	Credential (Diploma, Bachelor of Arts, etc.)	Instructional Level (undergrad/grad)
1.			
2.			
3.			
4.			
5.			

SUBMITTED

I certify the information on this form is correct and accurately represents the current status of the institution at the time of submission.

LIAISON or CEO NAME <i>Randall Dawson</i>	EMAIL ADDRESS	<i>Suggest electronically signing with Adobe Acrobat when complete and before submitting (optional).</i>
--	---------------	--



ALAMO COLLEGES DISTRICT
St. Philip's College

Office of the President

May 17, 2021

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 would like to notify you of a substantive change impacting changes previously planned for fall 2021. The change relates to Off-campus Instructional Site Closure.

In fall 2020, Southwest Independent School District (ISD) and St. Philip's College proposed a partnership to offer greater than 50% of the coursework required for Information Assurance and Cybersecurity Specialist Associate of Applied Science at Southwest High School, located at 11960 Dragon Lane, San Antonio, TX. 78252 and 25-49% of the coursework required for an Information Technology Cybersecurity Specialist Level I Certificate at Southwest Legacy High School, located at 4495 SW Verano Parkway, Bldg. 100, Von Ormy, TX 78073.

The prospectus submitted for Southwest High School was approved on April 23, 2021, and the notification for Southwest Legacy High School was accepted on February 8, 2021. However, in spring 2021, St. Philip's College received communication from the ISD that they are rescinding this partnership and selecting an alternative higher education partner.

The teach-out plan is attached.

Please let me know if you have any additional questions or concerns regarding this matter.

Sincerely,

Randall Dawson

Randall Dawson
Acting President

cc: George Johnson, III, SACSCOC Accreditation Liaison, St. Philip's College

Teach-out Plan

Southwest ISD – Information Assurance & Cybersecurity, A.A.S.

A teach-out plan is a written plan developed by an institution that provides for the equitable treatment of students if an institution, or an institutional location that provides fifty percent or more of at least one program, ceases to operate before all students have completed their program of study, and may include, if required by the institution's accrediting agency, a teach-out agreement between institutions. Teach-out plans must be approved by SACSCOC in advance of implementation.

To be approved, a teach-out plan must include the following information:

1. Date of closure (date when new students will no longer be admitted)

Spring 2021 Southwest Independent School District (ISD) rescinded their partnership with St. Philip's College for Southwest High School and Southwest Legacy High School. Both locations will be pursuing dual credit courses with another institution.

Southwest High School last took courses with St. Philips College Spring 2019 and only took 28.33% of the Information Assurance and Cybersecurity, Associate of Applied Science. Southwest Legacy High School last took courses with St. Philips College Spring 2018 and only completed 21.67% of the Information Assurance and Cybersecurity, Associate of Applied Science.

2. An explanation of how affected parties (students, faculty, staff) will be informed of the impending closure.

The change was decided before courses with St. Philip's College began for the planned program implementation. Courses taken in previous years were classified as dual credit courses and were not consistently taken due to issues with the ISD obtaining instructors at their locations.

3. An explanation of how all affected students will be helped to complete their programs of study with minimal disruption.

The students will be taking courses with another area community college partner.

4. An indication as to whether the teach-out plan will incur additional charges/expenses to the students and, if so, how the students will be notified.

No cost to Dual Credit students.

5. Copies of signed teach-out agreements with other institutions, if any.

There is not a signed teach-out agreement for the courses with Southwest ISD.

6. How faculty and staff will be redeployed or helped to find new employment.

All instructors were St. Philip's College instructors and are still employed by St. Philip's College. They have the opportunity to be hired to teach at the new institutional partner selected by the school district. Southwest ISD staff are still employed at their respective locations.

7. If closing an institution, arrangement for the storing of student records, disposition of final financial resources and other assets.

Not applicable. St. Philip's College, Southwest High School, and Southwest Legacy High School are operational institutions as of May 4, 2021.



Southwest

Independent School District

From the Office of the Assistant Superintendent of Curriculum & Instruction

11914 Dragon Lane • San Antonio, Texas 78252-2647 • (210)622-4300 • Fax (210)622-4301 • www.swisd.net

May 11, 2021

Dear Dr. Fenton,

Thank you for your time and assistance during our planning year for Early College High School. After careful consideration, Southwest Legacy High School decided to partner with San Antonio College for Cybersecurity on December 15, 2020. On April 22, 2021, Southwest High School made the decision to partner with San Antonio College for Cybersecurity. It was a difficult decision and we appreciate your support this past year.

Respectfully,

Zelene Aragon

Zelene Aragon

Southwest ISD, Executive Director of Secondary Education

210-622-4335

Zaragon7753@swisd.net