



ALAMO COLLEGES DISTRICT  
St. Philip's College

Office of the President

December 16, 2020

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 to be implemented fall of 2021. The change relates to Substantive Change Procedure Three for closing a program.

Manufacturing Operations Maintenance Mechanic Level 1 Certificate will no longer be offered following the 2020-2021 catalog year. This certificate remained active based on an agreement with Continental Motors, which has now expired. Of the last cohort of 11 students who entered the program, nine have completed, and two remain in the pipeline. There is a teach-out term of Summer 2022 for the Level 1 Certificate allowing these two students to complete required courses and the certificate. No subsequent cohorts are enrolled.

No faculty or staff are impacted by this change, as they continue to be employed by the College and duties continue to support other Manufacturing programs.

The teach-out plan is attached.

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

Sincerely,

A handwritten signature in black ink that reads "Adena Williams Loston".

Adena Williams Loston, Ph.D.  
President

CC: Dr. Melissa Guerrero, SPC SACSCOC Liaison

### ***Teach-out Plan***

**Manufacturing Operations Maintenance Mechanic** (Level 1 Certificate) will no longer be offered following the 2020-2021 catalog year. This certificate remained active based on an agreement with Continental Motors, which has now expired. Of the last cohort of 11 students who entered the program, nine have completed, and two remain in the pipeline that still need two technical courses. There is a teach-out term of Summer 2022 for the Level 1 Certificate allowing these two students to complete required courses and complete the certificate. No subsequent cohorts were enrolled.

The current director overseeing the Manufacturing Operations Maintenance Level 1 Certificate program will not be affected by the removal of the Manufacturing Operations Maintenance Level 1 Certificate program because under Manufacturing, other degree options are offered, taught, and managed. All current duties remain intact for the director.

Faculty will not be affected. All faculty continue to teach their respective courses for the Manufacturing program.

No staff will be affected. The administrative assistant continues to assist the Manufacturing program and performs the same administrative duties, tasks, and processes for multiple programs.

Manufacturing Operations Maintenance Level 1 Certificate did not have any teach-out agreements with other institutions.

Faculty and staff will not be redeployed or need assistance in finding new employment. All faculty continue to teach their respective courses for the Manufacturing program. The administrative assistant maintains her position with the Manufacturing program and other programs within the division of Applied Science and Technology-Southwest Campus.

St. Philip's College, the sponsoring institution for the Manufacturing Operations Maintenance Level 1 Certificate, is not closing. St. Philip's College remains a functioning SACSCOC accredited institution and continues to serve as a community college in San Antonio, Texas.

### **Manufacturing Operations Maintenance Level 1 Certificate**

This certificate is designed to prepare students for a career in assisting a technician in the maintenance and repair of equipment found in modern day manufacturing facilities.

#### **Semester I**

MCHN 1320 - Precision Tools and Measurement

MCHN 1302 - Print Reading for Machining Trade

MCHN 1438 - Basic Machine Shop I

INMT 2303 - Pumps, Compressors and Mechanical Drives

#### **Semester II**

ELMT 1305 - Basic Fluid Power

ELPT 1319 - Fundamentals of Electricity I

RBTC 1347 - Electromechanical Devices \*\*\*

WLDG 1428 - Introduction to Shielded Metal Arc Welding (SMAW)

#### **Semester III**

RBTC 1305 - Robotic Fundamentals

MCHN 2266 - Practicum (or Field Experience) - Machine Tool Technology/Machinist.

**Total Credit Hours Required: 31**

**Teach-out course offerings**

The two students still in the pipeline need two courses to complete the certificate. The courses are WLDG 1428 and RBTC 1305. Both courses will be offered every semester until the teach-out term of Summer 2022.