



February 20, 2026

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

Dear Dr. Loston:

Thank you for submitting the following substantive change:

Substantive change:

**OCIS Approval Limited Review
Sonia Sotomayor High School
12801 Tall Timber Lane
San Antonio, TX 78254**

Submission date:

7/1/2025

Intended Implementation date:

1/19/2026

Case ID:

SC032578

St. Philip's College proposes offering more than 50% of the existing Level 1 Certificate in Information Technology Cybersecurity Specialist at Sonia Sotomayor High School off-campus instructional site (OCIS). The prospectus was deferred for the following additional information on September 13, 2025.

1. Provide the correct address for the proposed off-campus instructional site (OCIS).
2. Describe how students are made aware of the library and learning/information resources available to them.
3. Include in the budget resources to be directed to institutions or organizations for contractual or support services for the proposed site.

The response to the deferral was received on January 8, 2026.

St. Philip's College anticipates enrolling 25 students in its first cohort in the Level 1 Certificate in Information Technology Cybersecurity Specialist, with an expected two to three percent growth. Instructional methods include face-to-face and distance education formats. Face-to-face sessions will take place at the high school. The College was approved for distance education on October 22, 2002. The target audience will be high school students at Sonia Sotomayor High School, who are eligible for dual credit and interested in Cybersecurity. The program at the site will be ongoing.

The Level 1 Certificate in Information Technology Cybersecurity Specialist is an existing program that prepares students with the essential skills required in the cybersecurity industry. The program is designed to equip graduates with technical competencies to manage and support networked medical device systems within healthcare environments. The program emphasizes cybersecurity, systems integration, and information technology (IT) infrastructure support, preparing students for emerging roles in biomedical technology and healthcare IT.

The College is prepared to offer the program at the proposed site. Its strengths include established infrastructure, industry-aligned faculty, and mission-driven values that prioritize students, community engagement, and data-informed decision-making. The Level 1 Certificate in Information Technology Cybersecurity Specialist program represents a forward-thinking educational solution to build a workforce capable of supporting the secure and effective operation of Information Technology Cybersecurity systems.

The need to offer additional dual credit courses was identified through the student course selection process at the high school level. These courses were approved during a collaborative meeting involving Northside Independent School District (ISD) district administrators, Sonia Sotomayor High School staff, and the College's dual credit administrative personnel, with faculty also participating in the planning discussions. Following this determination, the High School Programs (HSP) team presented the program's expansion to the Substantive Change Committee.

The College is a Historically Black College and Hispanic-Serving Institution whose mission is to empower the diverse student population through educational achievement and career readiness. The program to be delivered at the proposed site aligns with the College's mission to prepare graduates to meet the community's workforce needs. The dual credit program offers college courses while students complete their high school graduation requirements. The Level 1 Certificate in Cybersecurity Specialist provides students with an affordable pathway to achieve an Associate of Applied Science (AAS) and/or enter the workforce with skills to earn a living.

St. Philip's College and Northside ISD have a Memorandum of Understanding (MOU) to offer dual credit courses at schools within the district. Sonia Sotomayor High School is in the Northside ISD. Approval is not required from the Texas Higher Education Coordinating Board (governing board) or the state. The proposed site is in the same state as the main campus. The MOU is included in the proposal.

The Administrative oversight for Sonia Sotomayor High School programs is the responsibility of the College's Chief Academic Officer and Vice President for Academic Success. Further administrative oversight extends to other college units to ensure and maintain quality and integrity over Sonia Sotomayor High School.

The High School Programs (HSP) office facilitates and ensures that the off-site location has enrollment, advising, and student support systems available for students. The HSP office conducts an annual outcomes assessment process to assess the extent to which it achieves those objectives.

The College provided the curriculum program of study, course descriptions, and a projected schedule of course offerings. It also provided the qualifications for two part-time faculty members. Academic qualifications, certifications, and work experience appear adequate for teaching courses in the program at the new site. Keep in mind that the ultimate determination of faculty qualifications is the responsibility of the peer review team, which will assess the program as part of the institution's next SACSCOC reaffirmation review.

The College demonstrates it has sufficient faculty to implement the program at this site. The program consists of 21 semester credit hours. Dual-credit faculty are often employed as full-time teachers at their respective high school districts. Consequently, there will be minimal impact on faculty workload at St. Philip's College beyond the department chair's oversight of adjuncts located at the high school.

The library and learning information resources appear adequate to support the program at the new site. Students will have access to books, periodicals, and electronic databases within the library. The library includes resources in multiple formats, including print and electronic platforms. The library's website provides links to the online catalog, electronic databases, e-book collections, and other resources, all of which are accessible to current students, faculty, staff, and administrators. The website also features information on library resources and services, including distance learning, information literacy instruction, virtual reference service (email, chat, and texting), and general assistance.

The College provided a list of current database subscriptions for Information Technology and Cybersecurity. Discipline-specific refereed journals are included, such as the Cybersecurity Policy Report, the Inside Journal of Cybersecurity, and the Journal of Cybersecurity and Privacy. All electronic materials pertinent to Cybersecurity are accessible to current students, including dual-credit students, faculty, staff, and administrators, both on and off campus, 24 hours a day, seven days a week.

The website also features information on the library's resources, including distance learning, information literacy instruction, virtual reference service (email, chat, and texting), and general assistance. Students also have access to the College's student portal, which serves as the central hub for registration, schedules, and academic tools. Students are introduced to these resources during program orientation, through course syllabi, and within their Canvas learning modules.

The College librarian collaborates directly with the high school classroom teachers to enhance instruction, particularly in research-based assignments, and to guide students in developing critical information evaluation and research skills. Students have access to a range of digital resources, which offer comprehensive collections of reference materials, current events, and academic content aligned with the curriculum.

Student support resources appear adequate to support the new site. Resources include Enrollment Management, Advising, Instructional Innovation Center/Center for Distance Learning, Tutoring, Counseling, and Career Services.

Physical resources appear adequate to support the program at the new site. The College has evaluated the facilities at Sonia Sotomayor High School. The high school facilities appear adequate for supporting cybersecurity instruction. The course offerings include a combination of lecture and lab.

Sonia Sotomayor High School is a modern, state-of-the-art educational facility located within the Northside Independent School District (NISD) in San Antonio, Texas. The school opened on August 22, 2022. The campus spans approximately 430,000 square feet, providing students and staff with a spacious, innovative, and functional learning environment. The school is designed to support a comprehensive high school program. The classrooms are equipped with the latest instructional technology. The facility has science laboratories and specialized academic learning spaces, a fully equipped library and media center, career and technical education (CTE) labs, and office space for administrative and student support services.

The College provided a list of equipment to be used in the certificate program. The impact of physical resources should not affect the College because the program will be located at the high school site.

Financial resources appear adequate to support the program at the proposed instructional site. The College does not provide financial support for the high school's operation. The Alamo Colleges District sets student tuition and fees. The College receives state funding based on students' completion of 15 hours of dual credit. All institutional support expenditures for areas such as student services, IT, dual credit, and library services are budgeted within and absorbed by the respective departmental and program operational budgets.

Financial support for the Sonia Sotomayor High School Cybersecurity Program, including Entry-Level, Certificate I coursework and related instructional needs, is provided through Northside ISD's General Fund and the Instructional Materials Allotment. This funding covers teacher salaries, instructional materials, industry-standard equipment, and consumable supplies necessary for hands-on learning. In accordance with district policy, Northside ISD does not collect student fees for dual credit courses.

The MOU specifies budget allocations and contractual obligations for the site. All financial practices are governed by budgetary controls set forth by the Texas Education Agency (TEA) and Northside ISD policy. TEA regulations require that fiscal control be maintained at the primary functional expenditure level. Under the Texas Education Code (TEC), districts receive weighted funding based on student enrollment in Career and Technical Education (CTE) programs in grades 7–12.

Should anticipated revenues fall short or the program costs exceed projections, the College reserves the right to discontinue awarding college credit courses to the high school as an off-site instructional location. To reinstate the Dual Credit agreement, Sonia Sotomayor High School must provide comprehensive documentation demonstrating that adequate revenue and budgetary resources have been secured to support the cybersecurity program effectively.

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Additionally, a detailed budget sustainability plan will be required to ensure the ongoing continuation and success of the cybersecurity program at Sonia Sotomayor High School.

The College participates in evaluation and assessment activities. The College conducts an annual program review. Programs are reviewed for educational return on investment through evaluating the Institutional Student Learning Outcome Assessment.

The program and new site will participate in the evaluation. Assessment measures include student learning outcomes, retention, persistence, completion rates, licensure pass rates, job placement, community outreach, and workforce readiness.

A committee visit is not required; the policy-defined threshold has been met. The site will be reviewed, and may include a site visit, as part of the institution's next fifth-year interim and/or decennial review.

Note: As part of the recent Substantive Change policy update, this type of substantive change submission is no longer required. This submission has been processed as an approval because it was started and completed prior to the change in policy.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Sonia Sotomayor High School off-campus instructional site (OCIS). It was the decision of the Board to approve the site and include it in the scope of accreditation.

An invoice for \$500 to help defray the cost of reviewing the prospectus is included with this letter.

Should you need assistance, please contact Dr. J. Matthew Melton at (404) 994-6553 or via email at mmelton@sacscoc.org.

Please include the Case ID number above in all submissions or correspondence about this substantive change.

Sincerely,



Stephen L. Pruitt, Ph.D.
President

SLP/DDG:lp

Enclosure (invoice with liaison's copy only)

cc: Ms. Marsha P. Hall, Dean of Performance Excellence, St. Philip's College
Dr. J. Matthew Melton, Vice President, SACSCOC



Southern Association of Colleges and Schools
 Commission on Colleges, Inc.
 1866 Southern Lane
 Decatur, GA 30033-4097

INVOICE

Date	Invoice #
1/12/2026	10258

Bill To
Adena Williams Loston-President Saint Philip's College 1801 Martin Luther King Drive San Antonio, TX 78203

Please include the Case ID on your check and on all correspondence with the Commission regarding this submission.

Case ID	Due Date	Account #
SC032578	1/12/2026	60800

Description	Amount
REVIEW OF SUBSTANTIVE CHANGE PROSPECTUS FEE	
Substantive Change Fee for transmitting the prospectus for stphilipstx-2025-SC032578-OCIS APROV LIMITED-Sonia Sotomayor High School, effective 1/19/2026. The location of the site is as follows:	500.00
Sonia Sotomayor High School 12801 Tall Timber Lane San Antonio, TX 78254 United States	

Please make checks payable to SACSCOC. Attn:Business Office and/or Sharon Wilks Questions, please contact Sharon Wilks @ ext. 4507 or via email @ swilks@sacscoc.org	Total	\$500.00
	Payments/Credits	\$0.00
	Balance Due	\$500.00

Phone #	Fax #	Federal I.D #	Web Site
404-679-4501 ext 4507	404-679-4558	32-0261810	www.sacscoc.org