Quality Enhancement Plan - Ethical Decision-Making

St. Philip’s College is in the process of reaffirmation by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Part of this process is the QEP (Quality Enhancement Plan) to promote student success. Our QEP topic is Ethical Decision-Making.

**QEP Focus:** Ethical decision-making is the ability to connect values and choices to actions and consequences.

**QEP Goal:** Students engage in specific measurable academic activities to enhance their ethical decision-making skills.

**Ethical Decision Making Process**
- Stop and think to determine the facts
- Identify the options
- Consider consequences for yourself and others
- Make an ethical choice and take appropriate action

Student Services in the SLC – MLK Campus
For more information, contact Charleen Brammer @ 210-486-2275.

**Office Hours:**
- Monday - Thursday: 8:00 am – 7:00 pm
- Friday: 8:00 am – 5:00 pm
- Saturday: 9:00 am – 1:00 pm

**SUITE 102**
Counseling Services, Disability Services, Service Learning, and Financial Literacy

**SUITE 127**
Student Health Center

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**Student Success Leadership Team**

- **George Johnson III**
  Interim Vice President of Student Success

- **Dr. Paul Machen II**
  Dean of Student Success

- **Joshua Scott**
  Interim Dean of Southwest Campus

- **Beautrice M. Butler**
  Director of Enrollment

- **Dr. Angela McPherson Williams**
  Director of Student Success

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**IMPORTANT DATES**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 11</td>
<td>End of Summer Session II</td>
</tr>
<tr>
<td>August 19</td>
<td>New Student Orientation</td>
</tr>
<tr>
<td>August 22</td>
<td>First Day of 16 Week and Fall Flex 1 Classes Begin</td>
</tr>
</tbody>
</table>
Academic and Career Advising Services
For more information, contact Christina Cortez @210-486-2894.

### AlamoINSTITUTES

An organization of six career pathways designed for students who have key interests, such as, but not limited to the following areas:

<table>
<thead>
<tr>
<th>Creative &amp; Communication Arts Institute</th>
<th>The Arts, Audio/Video Technology and Communications*.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business &amp; Entrepreneurship Institute</td>
<td>Business Management &amp; Administration, Finance, Hospitality &amp; Tourism, and Marketing*.</td>
</tr>
<tr>
<td>Health &amp; Biosciences Institute</td>
<td>Health Sciences*.</td>
</tr>
<tr>
<td>Advanced Manufacturing &amp; Logistics Institute</td>
<td>Architecture, Construction, Manufacturing, Transportation, Distribution &amp; Logistics*.</td>
</tr>
<tr>
<td>Public Service Institute</td>
<td>Education, Training, Government, Public Administration, Human Services, Law, Public Safety, Correction and Security*.</td>
</tr>
</tbody>
</table>

*National Career Cluster
Academic and Career Advising Services (cont’d)
For more information, contact Christina Cortez @ 210-486-2894.

Be Wise, Get Advised: Have you met with your advisor? Contact your advisor today. Below are the steps to identify who your advisor is:

1. Log into ACES
2. Click on the My Page tab (4th tab from the left)
3. Under Academic Profile (on the left) select the current term & press Go
4. Your advisor's name will appear under the "Advisors" title
5. Visit your advisor

Institute 1: Creative & Communication Arts
Monica Guerrero mguerrero151@alamo.edu
Larry Medina lmedina46@alamo.edu
Victor Natera vnatera@alamo.edu

Institute 2: Business and Entrepreneurship
Yolanda Ward yward@alamo.edu
Margaret Houser mhouser@alamo.edu
Robert Bryant rbryant21@alamo.edu

Institute 3: Health and Biosciences
Janet Hart jhart26@alamo.edu
Frances Calderon fcalderon4@alamo.edu
Irma Lopez isanchez17@alamo.edu
Teresa Hopwood thopwood2@alamo.edu
Alicia Stolte astolte2@alamo.edu
Paul Lede plede@alamo.edu

Institute 4: Advanced Manufacturing and Logistics
Automotive Technology
Yvonne Benton ybenton@alamo.edu
Christine Sauceda csauceda1@alamo.edu

Institute 4: Advanced Manufacturing and Logistics Southwest Campus
Gina Jasso gherrera@alamo.edu
Valerie Vasquez vvasquez124@alamo.edu
Sarah Ramirez sraramirez260@alamo.edu
Carlos Solis csolis@alamo.edu

Institute 5: Public Service
Yvonne Benton ybenton@alamo.edu
Christine Sauceda csauceda1@alamo.edu

Institute 6: Science and Technology
Meredith Bess mbess@alamo.edu
Deborah Woods dwoods54@alamo.edu
Sunny Hernandez shernandez823@alamo.edu
Academic and Career Advising Services (cont’d)

For more information, contact Christina Cortez @ 210-486-2894.

Event: Freshman Experience
Date: August 2016
Time: Monday: 8:30 am-10:30 am, 11:30 am-1:30 pm, and 3:00 pm-5:00 pm
Tuesday: 10:30 am-12:30 pm, 2:00 pm-4:00 pm, and 5:00 pm-7:00 pm
Wednesday: 8:30 am-10:30 am, 11:30 am-1:30 pm, and 3:00 pm-5:00 pm
Thursday: 10:30-12:30 pm, 2:00 pm-4:00 pm, and 5:00 pm-7:00 pm
Location: CLR 108 – MLK Campus
Summary: Check your student email as you will be receiving periodic emails from your assigned certified advisor with important information.
Link: [http://spcdev1.alamo.edu/NewStudentOrientation/Registration.aspx](http://spcdev1.alamo.edu/NewStudentOrientation/Registration.aspx)

Veterans Affairs Office
For more information, contact Javier Barron @ 210-486-2540.

Veterans Affairs Advisors
Tony Gable lgable@alamo.edu
Allison Joubert ajoubert@alamo.edu
Gloria De Luna mdeluna@alamo.edu
Visit the St. Philip's College VA website: [http://www.alamo.edu/spc/veterans-affairs/](http://www.alamo.edu/spc/veterans-affairs/)

St. Philip’s College AlamoCARES

For more information, contact George H. Johnson, III, Interim Vice President of Student Success @ 210-486-2252.

St. Philip’s College is committed to providing a supportive learning environment and to fostering, safe, healthy relationships among our students. In this effort, Alamo Colleges initiated AlamoCARES, a prevention, education and support program regarding dating violence, domestic violence, sexual assault and stalking. It is our sincere hope that AlamoCARES will empower you to make well-informed decisions about life issues that affect your college years and beyond.

Within the AlamoCARES site, you will find information on rights granted by Title IX and resources to help educate and assist you when dealing with harassment and sexual violence. Coming soon are events, training and opportunities to bring awareness when dealing with difficult issues and creating discussion opportunities with students. Visit us at [http://alamo.edu/spc/alamocares/](http://alamo.edu/spc/alamocares/) for more information.

The Alamo Colleges encourage individuals to bring forward information/complaints about sexual harassment and sexual violence. Retaliation against any individual who reports or participates in the investigation of alleged violations is strictly forbidden and will be enforced by the College administration.

If you believe you have experienced Sexual Misconduct you may consider the following options:

- Contact Campus Police at (210) 485-0099 (non-emergency) or (210) 485-0911 (emergency)
AlamoCARES (cont’d)

- Seek medical attention at a hospital or with a physician
- Report the incident at www.alamo.edu/TitleIXCoordinator/
- Contact SPC Counseling Services at (210) 486-2333 (Confidential)
- Contact parents, relatives or close friends for support

H.1.1 Equal Education and Employment Opportunities (Policy) www.alamo.edu/district/policies/
Alamo Cares has additional Title IX information and resources at: www.alamo.edu/spc/AlamoCARES

SUMMARY: St. Philip's College is committed to providing a supportive learning environment and to fostering, safe, healthy relationships among our students. Here are 16 nuggets of information about Title IX.

1. Consent is knowing, freely given, not passive, in clear words or actions, indicates permission to engage in mutually agreed upon sexual activity.

2. Forced consent involves physical violence, threats, intimidation and coercion (consider frequency, intensity, isolation, duration).

3. Incapacity is blackout/partial blackout, no working memory, the inability to understand who, what, when, where, why or how. All facts are considered.

4. Forms of incapacity are alcohol or other drugs (voluntarily or without victim's knowledge), mental/cognitive impairment, injury or sleep.

5. Remember this rule, no means no, but nothing also means no. Silence and passivity do not equal permission.

6. Remember this rule: To have valid consent, consent must be given prior to or with the sexual activity.

7. Remember this rule: Consent can be withdrawn at any time, as long as that withdrawal is clearly communicated by the person withdrawing it.

8. Evidence of incapacity may be: From a witness or the accused who may know how much the other party has consumed, slurred speech, bloodshot eyes, the smell of alcohol on the breath, vomiting, outrageous or unusual behavior, blackouts or black time, or unconsciousness.

9. Sexual harassment can be a hostile environment, quid pro quo or retaliatory in nature.

10. Sexual harassment can include stalking, bullying and cyber-bullying, relationship violence or hazing.

11. Relationship violence is also called domestic violence, or intimate partner violence.

12. Sexual harassment is unwelcome, sexual or gender based, verbal, written or physical conduct that is severe or an ongoing pattern, unreasonably interferes with education or employment or the ability to participate in or benefit from the college's educational, social and/or residential program and is based on power differences.

13. 20% of college women and 6% of college men will be victims of attempted or actual sexual assault.

14. The accused sexual assailant loses time from class, may be expelled, may impact ability to obtain a medical license or get recommendations, and faces the stigma of “rapist”, and possible jail time.

15. 4 in 10 violent crimes against college students are committed by offenders using drugs or alcohol.
16. Survivors of sexual assault often experience falling grades, drop out or fail out, mental health issues (depression, PTSD), alcohol and drug use, or contemplate suicide.

Alamo CARES has additional Title IX information and resources at:  [www.alamo.edu/spc/AlamoCARES](http://www.alamo.edu/spc/AlamoCARES)

**Tutoring Services and Service-Learning Program (MLK Campus)**

*For more information, contact Kevin Schantz @ 486-2246.*

**Event:**  Summer 2016 – General Tutoring and a great place to study  
**Date:**  August 1 – 11, 2016 (Monday – Thursday)  
**Time:**  7:00 am – 7:00 pm  
**Location:**  Norris Technical (NTB) Building, room 116  
**Summary:**  Let us help you improve your grades!  
**Please note:**  General Tutoring services are available while classes are in session. Thus, they will not be available from August 12 – 21.

**Event:**  Fall 2016 – General Tutoring and a great place to study  
**Days/Times:**  August 22 – 31, 2016  
Monday - Thursday 8:00 am – 7:00 pm  
Friday 8:00 am – 5:00 pm  
Saturday 10:00 am – 3:00 pm  
**Location:**  Norris Technical (NTB) Building, room 116  
**Summary:**  Tutoring in speech, history, accounting (I & II), Spanish, and computer literacy classes  
**Please note:**  The Fall 2016 Semester tutoring schedule will begin on August 22.

**Event:**  Book Loan Program  
**Date:**  August 8  
**Location:**  [http://www.alamo.edu/spc/bookloan/](http://www.alamo.edu/spc/bookloan/)  
**Summary:**  The list of books available for loan for the Fall 2016 Semester will be available on August 8 at the above web site. There you will also find information about the loan process, as well as information on the calculator and laptop loan programs.

**Student Life (MLK Campus)**

*For more information, contact Dr. Angela McPherson Williams @ 486-2090.*

**Event:**  Lady Tigers Basketball Tryouts  
**Days:**  Monday, August 15-Friday, August 19  
**Times:**  3:00 pm – 5:00 pm  
**Location:**  Health and Fitness Center (Gym)  
**Summary:**  Show us what you’re working with! Join the SPC Women’s basketball team

**Event:**  Lady Tigers Volleyball Tryouts  
**Days:**  Monday, August 15-Friday, August 19  
**Times:**  5:00 pm – 6:30 pm  
**Location:**  Health and Fitness Center (Gym)  
**Summary:**  Join the SPC Women’s volleyball intramural team
Event: **Cheerleading Information Meeting**  
Days: Friday, August 19  
Times: 6:30 pm – 8:00 pm  
Location: Health and Fitness Center (Gym)  
Summary: Learn more about joining Tiger Cheer!

Event: **SPC Welcomes New Tigers**  
Date: Monday - Friday, August 22 – 26, 2016  
Time: 7:00 am – 7:00 pm (Mon.-Thurs.) 7:00 am – 5:00 pm (Friday)  
Location: CLR Breezeway (near the Library)  
Summary: The Department of Student Life will assist in printing schedules, getting directions and maps, and providing snacks under the blue tents.

Event: **Men’s Basketball Tryouts**  
Days: Monday, August 22-Friday, August 26  
Times: 5:00 pm – 6:30 pm  
Location: Health and Fitness Center (Gym)  
Summary: Join the SPC Men’s basketball team.

Event: **Cheerleading Tryouts**  
Days: Monday, August 22-Friday, August 26  
Times: 6:30 pm – 8:30 pm  
Location: Health and Fitness Center (Gym)  
Summary: Join the Tiger Cheer Squad!

Event: **Spirit Day**  
Date: Wednesdays  
Time: 11:00 am – 1:00 pm  
Location: Center for Learning Resources  
Summary: Join the Spirit and Pride Crew. Wear your favorite SPC shirt or royal blue and white!!!

Event: **Welcome Back Transformers Block Party**  
Date: Wednesday, August 31, 2016  
Time: 11:00 am – 1:00 pm  
Location: CLR Breezeway (MLK Campus)  
Summary: The Department of Student Life is hosting a block party with fun, free food and festivities. Find out how SPC will transform you. Join us as we get the semester started the right way!

**Disability Services (MLK Campus)**  
*For more information, contact Maria Botello @ 486-2199.*

Event: **Disability Services at St. Philip’s College** (A resource for students in need of info on disability services, ADA accommodations, and community referrals.)  
Date: Monday – Thursday 8:00 am – 7:00 pm  
Friday 8:00 am – 5:00 pm  
Saturday 9:00am – 1:00 pm  
Location: Sutton Learning Center, 1st floor, Suite. 102
Disability Services (MLK Campus) (cont’d)
For more information, contact Maria Botello @ 486-2199.

POC: Maria Botello, 486-2199 or Edmund Dunn, 486-2412
Summary: The Disability Services offers guidance and services to students with disabilities.

Kid’s Camp 2016
For more information, contact Nina McGrath @ 210-486-2704.

Date: August 1 –August 5 and August 8-August 12
Time: 7:00 am – 6:00 pm
Location: MLK Campus
Summary: This extremely popular program engages children ages 4-13 in academic and enrichment classes that increase each child's creative and critical thinking skills, self-esteem, and ability to work with others. Program participants receive instruction from Texas certified instructors and college faculty members, allowing each student the opportunity to engage in new activities, revisit interests and enhance their academic skills in a supportive relaxed atmosphere.

Counseling Services
For more information, contact Rosalinda Rivas @ 210-486-2333.

SUMMARY: Counseling Services staff can help address problems that interfere with your academic growth in college. See a Counselor in Sutton Learning Center, #102, or call 210/486-2333 for an appointment. Here are 16 nuggets of truth, or information to consider on substance use:

① What’s the problem with drinking? Alcohol affects feelings - sometimes as soon as the first drink. A person can suddenly become angry, depressed or happy. Alcohol can also lower judgment and self-control.

② Treatment has three parts: The person must stop using the drug and receive treatment for withdrawal symptoms if necessary. The person must learn how the drug worked in his or her life. The person must learn how to avoid using the drug again.

③ Good reasons not to drink or use drugs: You avoid embarrassment. (You won’t throw up, say or do something you regret or get arrested.) It’s safer. You lower your risk of injury and death (from car crashes, fights, alcohol poisoning and overdose). You don’t break the law. You do better at school or work.

④ The person who is drinking is not the only person who is at risk.

⑤ Get counseling. Treatment works.

⑥ Suicide: Alcohol, used alone or with other illegal drugs, can increase a person’s risk of suicide. Drinking can make bad feelings last longer or seem worse. People who use alcohol to deal with depression are less likely to get help.

⑦ Murder: Guns, angry feelings and alcohol are a dangerous combination. Two out of three murder victims are killed with guns. Most murders happen when two people get into an argument that turns into a fight.

⑧ Alcohol and angry feelings can lead to physical abuse among families, friends and dating partners. When guns or other weapons are involved, the violence can lead to serious injury or death.
SUMMER 2016 SPC Library Hours of Operation

<table>
<thead>
<tr>
<th>Date</th>
<th>Summer/Fall Session(s)</th>
<th>MLK Library Hours</th>
<th>SWC Library Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 1 – 11</td>
<td>Summer II</td>
<td>M – F, 7:00 am – 5:00 pm</td>
<td>M – F, 8:00 am – 5:00 pm</td>
</tr>
<tr>
<td>August 15 – 19</td>
<td>Intersession</td>
<td>M – F, 8:00 am – 5:00 pm</td>
<td>CLOSED</td>
</tr>
<tr>
<td>August 22</td>
<td>Fall</td>
<td>M – R, 8:00 am – 7:00 pm</td>
<td>M – R, 8:00 am – 7:00 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fri, 8:00 am – 5:00 pm</td>
<td>Fri, 8:00 am – 5:00 pm</td>
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<tr>
<td></td>
<td></td>
<td>Sat, 9:00 am – 3:00 pm</td>
<td>Sat, 9:00 am – 3:00 pm</td>
</tr>
</tbody>
</table>

Remember: our online resources are available 24/7!

Library Catalog (ebooks & more): http://library.alamo.edu

Online Databases (articles, streaming videos, ebooks & more): http://alamo.edu.spc/library/online-databases

Try out these two new databases:

For More Information about Library Services or Resources, use Ask-A-Librarian on the website

Student Services @ Southwest Campus

For more information, contact Gina Jasso @ 486-7185.

Office Hours:
Monday – Thursday 8:00 am – 7:00 pm
Friday 8:00 am – 5:00 pm
Saturday 9:00 am – 1:00 pm

Location: SWC Bldg. 1, Room B172
SWC Advising hotline: 210-486-7281

Financial Aid: Representative available on Wednesdays from 8:00am-7:00pm

Bursar’s Hours of Operation
Monday 8:30 am to 1:30 pm
Tuesday 8:30 am to 1:00 pm
Wednesday 1:30 pm to 6:30 pm
Thursday 9:00 am to 2:00 pm

Library: SWC Building 1-C123 Closed (Information may change. Call for hours.)
For more information, contact SWC @ 486-7023.
Disability Services (SW Campus)
For more information, contact Maria Botello @ 486-2199.

Event: LIFEspace Center at St. Philip’s College (A resource for students in need of info on disability services, community referrals, and general VA information.)
Date: Summer Hours – Thursday Only
Time: Thursday - 8:00 am – 5:00 pm
Location: Building 1, Room A-135
Summary: The LIFEspace Center offers guidance and services to students with disabilities.

Student Services @ Southwest Campus (cont’d)
For more information, contact Gina Jasso @ 486-7185.

Student Life (SW Campus)
For more information, contact John Martin @ 210-486-2241.

Event: SPC Welcomes New Tigers
Date: Monday - Friday, August 22 – 26, 2016
Time: 7:00 am – 7:00 pm (Mon.-Thurs.) 7:00 am – 5:00 pm (Friday)
Location: Crossroads (Bldg. 1)
Summary: The Department of Student Life will provide information on student services, give directions and provide snacks for new and returning students.

Event: Spirit Day
Date: Wednesdays
Time: 11:00 am – 1:00 pm
Location: Building 1 Crossroads – SW Campus
Summary: Wear your favorite SPC shirt or royal blue & white and stop by Crossroads in Building 1.

Tutoring Services (SW Campus)
For more information, contact Kevin Schantz @ 486-2246.

Event: Tutoring at Southwest Campus
Days & Times: Monday & Tuesday 10:00 am – 12:00 pm; 1:00 pm – 4:00 pm
Wednesday 9:00 am – 11:00 am; 12:00 pm – 5:00 pm
Location: Learning Resource Center/Library (Room C123, Building #1)
Summary: Let us help you improve your grades!

Center of Excellence for Mathematics (SW Campus)
For more information, contact Maria Rodriguez @ 486-7119.

Event: Robotics Camp
Date: August 4 – 10, 2016
Time: 9:00 am – 4:00 pm
Location: Southwest Campus
Summary: This annual event provides students (4th – 8th grade) with an opportunity to build, program and operate the Lego EV3 robot. The goal of the camp is to expand the STEM education and workforce pipeline under the Department of Education Title 3 grant.
Academic and Career Advising Services (SW Campus)
For more information, contact Gina Jasso @ 210-486-7185.

Event: Freshman Experience
Date: August 2016
Time: 9:30 am – 11:30 am and 2:30 pm – 4:30 pm
Location: Building 1 B-172 – SW Campus
Summary: Link:
http://spcdev1.alamo.edu/NewStudentOrientation/Registration.aspx
1 Industrial Technology Center (ITC), Building 1
2 Aircraft Technology Center (ATC), Building 2
3 Multi-Disciplinary Instructional Center (MDIC), Building 3
4 Building 4
6 Diesel Technology Center (DTC), Building 6
7 Diesel Technology Lab (DTL), Building 7
8 Workforce Center for Excellence, Building 8