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

Office Hours:
Monday, Tuesday, Thursday & Friday  8:00 am – 5:00 pm
Wednesday 8:00 am – 7:00 pm
1st Saturday 9:00 am – 1:00 pm

Location:
MLK – Welcome Center
SWC – Bldg. 1-B172

Alamo ENROLL Assistance:
MLK - NTB 116    SWC – Bldg. 1 –B172

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, Tuesday, Thursday & Friday  8:00 am – 5:00 pm
Wednesday 8:00 am – 7:00 pm
1st Saturday 9:00 am – 1:00 pm

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

SUITE 127
Student Health Center

IMPORTANT DATES

September 5  Labor Day Holiday
College closed

September 6  Start II Session begins

September 6-7  Welcome Tents

Student Success Leadership Team

Dr. Mordecai Brownlee
Vice President of Student Success

Dr. Paul Machen II
Dean of Student Success

Beautrice M. Butler
Director of Enrollment Management

Dr. Angela McPherson Williams
Director of Student Success

A message from the Vice President of Student Success

Greetings St. Philip’s College students! I am so excited about serving as your new vice president of student success, and I am honored to serve the students of this great and historic institution. My upmost goal in serving the College is to keep our students first, and explore new and innovative opportunities that promote your academic and career success. Lastly, please know that my door is always open. If you have any comments or suggestions as to how we can better serve you – feel free to stop by my office or email me at mbrownlee3@alamo.edu

Dr. Mordecai Ian Brownlee
## Academic and Career Advising Services

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

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**Creative & Communication Arts Institute**  
*The Arts, Audio/Video Technology and Communications*.  

**Business & Entrepreneurship Institute**  
*Business Management & Administration, Finance, Hospitality & Tourism, and Marketing*.  

**Health & Biosciences Institute**  
*Health Sciences*.  

**Advanced Manufacturing & Logistics Institute**  
*Architecture, Construction, Manufacturing, Transportation, Distribution & Logistics*.  

**Public Service Institute**  
*Education, Training, Government, Public Administration, Human Services, Law, Public Safety, Correction and Security*.  

**Science & Technology Institute**  

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*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
Tricia McElligott tmcelligott@alamo.edu
Alicia Stolte astolte2@alamo.edu
Paul Lede pledo@alamo.edu

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

Institute 4: Advanced Manufacturing and Logistics Southwest Campus
Gina Jasso ghererra@alamo.edu
Valerie Vasquez vvasquez124@alamo.edu
Sarah Ramirez sramirez260@alamo.edu
Carlos Solis csolis@alamo.edu

Institute 5: Public Service
Yvonne Benton vbenton@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: September 5, 2016 to December 16, 2016
Time: Tuesday: 9:00 am to 12:00 pm
       Wednesday: 3:00 pm to 5:00 pm
Location: CLR 108 – Martin Luther King Campus
Summary: Check your student email as you will be receiving periodic emails from your assigned certified advisor with important information.
Link: [http://spcweb.alamo.edu/StudentSuccess/Registration.aspx](http://spcweb.alamo.edu/StudentSuccess/Registration.aspx)

Event: Cover Letter and Resumes 101
Date: September 13, 2016
Time: 12:30 pm – 1:30 pm
Location: CLR 108 – Martin Luther King Campus
Summary: Students will get a glimpse of the best practices used to complete a cover letter and resume.

Event: Does Your Choice Make Cents?
Date: September 14, 2016
Time: 11:30 am – 1:30 pm
Location: CLR 108 – Martin Luther King Campus
Summary: Students will get a glimpse of the available transfer institutions and how your credits will transfer to those institutions as it pertains to dollars and cents.

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/)

Men of SPC

For more information, contact Dr. Paul Machen @ 210-486-2468.

Event: Men of SPC Social Event
Date: Wednesday, September 7, 2016
Time: 12:00 pm – 1:30 pm
Location: Morgan Gallery (MLK Campus)
Summary: All male students are invited to come socialize with male employees from across the organization and discuss actions they can take to be successful in college and beyond. Come learn about the College and complete an Academic Wellness Check with a Certified Advisor. Additionally, students can connect with employees who have a common interest or hobby and find out how they can become involved in these activities while at SPC. All students will be entered into a drawing for a $50 bookstore gift-card and other prizes. A light lunch will be served. No need to sign up, just show up and learn from experts across the college. Please contact Dr. Paul Machen, at 210-486-2157 or Mr. John Martin, at 210-486-2241 for more information.
For more information, contact Dr. Mordecai Brownlee, 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/ 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)
- 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.
AlamoCARES (cont’d)

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

College Health Center (MLK Campus)

For more information, contact Janet Feathers, R.N. @ 210-486-2222.

Prescription for an Active Lifestyle: Move More, Sit Less
The American College of Sports Medicine and the American Heart Association recommends that every U. S. adult should accumulate 30 minutes of more of moderate-intensity physical activity 5 days per week. Take the stairs instead of the elevator. Park your car away from the building and walk more.

Event: Immunization Clinic
Date: September 6, 2016
Time: 10:00 am to 1:00 pm
Location: Center for Health Profession CHP Atrium
Summary: Are you getting ready for College? Do you have your vaccinations/shots? Together University of the Incarnate Word (UIW) and St. Philip’s (SPC) Health Centers want to make sure you are up to date on your immunizations. Available vaccines: DTap; Hep B; Meningitis, & HPV.
Event: 911 Commemoration Blood Drive  
Date: September 12, 2016  
Time: 9:00 am to 3:00 pm  
Location: SPC Parking lot 13  
Summary: Take charge and donate blood in support of 911- with the South Texas Blood and Tissue Center. One pint of blood will save three lives.

Tutoring Services and Service-Learning Program (MLK Campus)  
For more information, contact Kevin Schantz @ 486-2246.

Tutoring Services  
Event: General Tutoring and a great place to study  
Days &: Monday - Thursday  
Times: 8:00 am – 7:00 pm  
Location: Norris Technical (NTB) Building, room 116  
Summary: Tutoring in speech, history, accounting (I & II), Spanish, and COSC classes

Event: Laptop Loan Program  
Date: September 8  
Location: http://www.alamo.edu/spc/bookloan/  
Summary: The Laptop Loan Request form will be available beginning September 8. Guidelines for the program can be found at the above web site. Laptop computers will be loaned on a first come, first served basis to those meeting the guidelines.

9/11 Commemoration  
Event: 9/11 Commemoration  
Day: Thursday, September 8  
Time: 8:45 am  
Location: MLK Campus Flagpole (between the WTAC and the ASB)  
Summary: Remember the tragedy of September 11, 2001 and renew your commitment to building a world where such an unfortunate event will not be repeated.

Constitution Day  
Event: Constitution Day  
Day: Wednesday, September 14  
Time: 11:00 am – 1:00 pm  
Location: CLR Breezeway (MLK Campus)  
Summary: Celebrate the U.S. Constitution! Light refreshments and activities for all participants!

Student Life (MLK Campus)  
For more information, contact Dr. Angela McPherson Williams @ 486-2090.

Event: SPC Welcomes New Tigers  
Date: Tuesday, September 6 and Wednesday, September 7  
Time: 8:00 am – 5:00 pm (Tuesday)  
8:00 am – 10:00 am (Wednesday)  
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. Please move over
Student Life (MLK Campus) (cont’d)
For more information, contact Dr. Angela McPherson Williams @ 486-2090.

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: Club Rush
Date: September 14, 2016
Time: 12:00 pm-2:00 pm
Location: CLR Breezeway (Library)
Summary: Visit and join student organization tables, free ice cream!!!

Event: Phi Theta Kappa Honor Society
Date: September Membership Drive
Location: Sutton Learning Center, 1st floor, Suite 102
Summary: Membership is based on superior academic achievement and is conferred only by invitation from the Psi Kappa Chapter of St. Philip’s College. You must have completed at least twelve college hours with a minimum cumulative 3.5 grade point average. Official invitations are sent to the student’s ACES email account.

Disability Services (MLK Campus)
For more information, contact Maria Botello @ 210-486-2199.

Event: Disability Services (DS)
Date: Monday, Tuesday, Thursday and Friday 8:00 am – 5:00 pm
Wednesday 8:00 am – 7:00 pm
First Saturday of Every Month, 9:00 am – 1:00 pm
Location: Sutton Learning Center, 1st floor, Suite 102
Summary: Disability Services (DS) ensures reasonable academic support to qualifying students with disabilities. We follow national best practices to ensure that our students have access to the latest information and technologies. Disability Services is a hub of activities, support, referrals, and encouragement for our students with disabilities.

Event: National Traumatic Brain Injury Awareness Month
Date: September 1 – September 30
Location: Nationwide
Summary: More than 12 million Americans live with the impact of an Acquired Brain Injury (ABI). Traumatic brain injury (TBI) is a subset of ABI and is caused by trauma to the brain from an external force. One of every 60 people in the U.S. lives with a TBI-related disability. (Brain Injury Association of America).
Counseling Services (MLK Campus)
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 the 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.

Student Services @ Southwest Campus
For more information, contact Gina Jasso @ 486-7185.

Office Hours:
Monday, Tuesday, Thursday & Friday 8:00 am – 5:00 pm
Wednesday 8:00 am – 7:00 pm
1st 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 For more information, contact SWC @ 486-7023.
Disability Services (SW Campus)
For more information, contact Maria Botello @ 486-2199.

Event: LIFEscape Center is a hub of services including counseling, veteran affairs, and disability services. The Disability Services office offers services to qualifying students with disabilities to help level the playing field and create opportunities for success.
Date: Fall Hours – Tuesday and Thursday Only
Time: Tuesday and Thursday, 8:00 am – 5:00 pm
Location: Building 1, Room A-135
Summary: To be eligible for disability-related services, students must have a disability as defined by the Americans with Disability Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973

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

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: Block Party
Date: September 7, 2016
Time: 10:00 am-12:00 pm
Location: Bldg. 1 E. Parking Lot
Summary: Visit and join student organization tables, free ice cream!!!

Event: Club Rush
Date: September 13, 2016
Time: 11:00 am – 12:00 pm
Location: Building 1, Crossroads
Summary: Visit and join student organization tables, free ice cream!!!

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

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

Event: Laptop Loan Program
Date: September 8
Location: http://www.alamo.edu/spc/bookloan/
Summary: The Laptop Loan Request form will be available beginning September 8. Guidelines for the program can be found at the above web site. Laptop computers will be loaned on a first come, first served basis to those meeting the guidelines.
Tutoring Services (SW Campus) (cont’d)
For more information, contact Kevin Schantz @ 486-2246.

9/11 Commemoration
Event: 9/11 Commemoration
Day: Thursday, September 8
Times: 11:30 am
Location: Southwest Campus Cafetorium (Building #1)
Summary: Remember the tragedy of September 11, 2001 and renew your commitment to building a world where such an unfortunate event will not be repeated.

Constitution Day
Event: Constitution Day
Day: Thursday, September 15
Times: 11:00 am – 1:00 pm
Location: Southwest Campus Crossroads (Building #1)
Summary: Celebrate the U.S. Constitution! Light refreshments and activities for all participants!

Academic and Career Advising Services (SW Campus)
For more information, contact Gina Jasso @ 210-486-7185.

Event: Freshman Experience
Date: September 5, 2016 to December 16, 2016
Time: Monday: 9:30 am – 12:30 pm
Location: Building 1 Room B172
Summary: Check your student email as you will be receiving periodic emails from your assigned certified advisor with important information.
Link: http://spcweb.alamo.edu/StudentSuccess/Registration.aspx

Event: Cover Letter and Resumes 101
Date: September 15, 2016
Time: 3:00 pm – 4:00 pm
Location: Building 1 Room B172
Summary: Students will get a glimpse of the best practices used to complete a cover letter and resume.

Event: Does Your Choice Make Cents?
Date: September 21, 2016
Time: 2:30 pm – 4:30 pm
Location: Building 1 Room B172
Summary: Students will get a glimpse of the available transfer institutions and how your credits will transfer to those institutions as it pertains to dollars and cents.

College Health Center (SW Campus)
For more information, contact Brenda Major, L.V.N. @ 210-486-7166 or Janet Feathers, R.N. @ 210-486-2222.

Prescription for an Active Lifestyle: Move More, Sit Less
The American College of Sports Medicine and the American Heart Association recommends that every U.S. adult should accumulate 30 minutes of more of moderate-intensity physical activity 5 days per week. Take the stairs instead of the elevator. Park your car away from the building and walk more.
College Health Center (SW Campus) (cont’d)

For more information, contact Brenda Major, L.V.N. @ 210-486-7166 or Janet Feathers, R.N. @ 210-486-2222.

<table>
<thead>
<tr>
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<th>911 Commemoration Blood Drive</th>
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<td>Date</td>
<td>Take charge and donate in support of 911 – with the South Texas Blood and Tissue</td>
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<tr>
<td>Time</td>
<td>September 12, 2016</td>
</tr>
<tr>
<td>Location</td>
<td>SWC Parking Lot on the west side (D side) of the ITC Building</td>
</tr>
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<td>Summary</td>
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St. Philip’s College Student Government Association

Your 2016 – 2017 St. Philip’s College Student Government Association Officers:

Percival Bragg, President
Damon Lake, Vice President – MLK Campus
Charles Lecara, Vice-President – SW Campus
Daniel Sanchez, Secretary
Linda Sorola, Treasurer
Anthony Arellano, Historian
Stacie Jones, Parliamentarian

Applications for Mr. and Ms. St. Philip’s College will be available on September 7, 2016 in NTB 302 at the MLK Campus and in Building 1 Room D-143 at the SW Campus. Electronic applications will be available on OrgSync.

SPC HOMECOMING 2016

October 10 - 14