



February 8, 2016

Ms. Sabrina Crawford
Executive Director of Institutional Research
& Effectiveness
St. Petersburg College
13805 58th Stree North
Largo, FL 33760

Dear Ms. Crawford:

Thank you for your letter of September 4, 2015, transmitting a prospectus for approval of the A.S. in Biotechnology degree program to be offered, effective spring 2016.

The sixty-one credit hour program, which will be offered on the Clearwater campus, is consistent with the mission of the College. Need for the program is evidenced by the presence of dozens of companies and academic institutions in the service area which are involved in biotechnology or bio-manufacturing. Despite the need in Pinellas County for trained biotechnology lab technicians, to date no college offers such training. To meet that need, the program will prepare individuals for entry level employment as biotechnology research technicians, biotechnology manufacturing technicians, cell culture technicians, and jobs in other related fields by providing them with technical skills proficiency in making chemical reagents, performing biochemical analysis and proficiency in recombinant DNA techniques, culture of bacteria, animal and plant cells purification, characterization of nucleic acids and proteins, and appropriate methods of data collection and analysis. Appropriate planning and approvals were documented.

The program has a required internship providing worksite instruction along with classroom and laboratory instruction. The curriculum was provided along with student learning outcomes and a proposed schedule of courses. Assessment will occur through evaluation of students as they progress through the program. Results will be reported on the Program Assessment Reports showing three-year trend data. In addition, student performance will be evaluated through portfolios. Methods of evaluation and scoring rubrics were provided. Four full-time faculty members and two part-time faculty members will teach in the program. Qualifications of faculty members appear appropriate.

Students and faculty members have access to both on-campus learning resources and online resources as well as access to tutoring services which support academic success. Journal titles, databases, and books relating to the program were listed. Ask-A-Librarian and on-campus librarians are available to assist students. A selection of journal titles and databases in biotechnology and the fields across which it is applied was provided. Other student support



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services include admission and advising, technology and online support, student learning support commons, services to students with disabilities, administrative support, and student activities.

Physical resources appear adequate with a fully equipped dedicated laboratory available on the Clearwater Campus. The College has secured \$180,000 worth of equipment which was listed. Total financial support for the program appears adequate as well.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the A.S. in Biotechnology degree program. It was the decision of the Board to approve the program and include it in the scope of the current accreditation.

Enclosed is an invoice for \$500 to help defray the cost of reviewing the prospectus.

Best regards,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.
President

BSW/ABC:iy

Enclosure

Cc: Dr. William D. Law, Jr., President
Dr. Steven M. Sheeley



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

INVOICE

Date	Invoice #
2/8/2016	3156

Bill To
St. Petersburg College P. O. Box 13489 13805 58th Street North Largo 33760 St. Petersburg, FL 33733-3489

Due Date	Account #
Due upon receipt	60773

Description	Amount
REVIEW OF SUBSTANTIVE CHANGE PROSPECTUS FEE	
Substantive Change Fee for transmitting a prospectus for approval of the A.S. in Biotechnology degree program to be offered, effective spring 2016.	500.00

Please make checks payable to SACSCOC. Attn:Business Office and/or Sharon Wilks	Total	\$500.00
	Payments/Credits	\$0.00
	Balance Due	\$500.00

Questions, please contact Sharon Wilks @ 404-679-4501 ext 4507 or 404-994-6540

Phone #	Fax #	E-mail
404-679-4501 ext 4507	404-994-6590	swilks@sacscoc.org

Web Site
www.sacscoc.org