

South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, March 19, 2015
@ 3:30 p.m.
McAllen, Texas

AGENDA

“At anytime during the course of this meeting, the Board of Trustees may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Board of Trustees under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at anytime during the course of this meeting, the Board of Trustees may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.”

- I. Approval of Minutes for Thursday, January 15, 2014 Committee Meeting..... 1 - 4
- II. Review and Recommend Action as Necessary to Offer the Fast Start Certificate for Precision Manufacturing Technology5 - 9
- III. Review and Committee Action as Necessary to Develop: 10 - 16
 - A. Associate of Applied Science Degree in Law Enforcement with Specialization in Crime Scene Technology (AAS)
 - B. Certificate in Crime Scene Technology
- IV. Report on Programs Offered through Continuing, Professional, and Workforce Education 17 – 30
 - A. Texas Adult Completion and Skills Initiative Grant from the Texas Workforce Commission
 - B. Online Continuing Education Services Programs

Approval of Minutes for Thursday, January 15, 2014 Committee Meeting

The Minutes for the Education and Workforce Development Committee meeting of January 15, 2015 are presented for Committee approval.

**South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus
Thursday, January 15, 2015
@ 3:30 p.m.
McAllen, Texas**

MINUTES

The Education and Workforce Development Committee Meeting was held on Thursday, January 15, 2015 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:38 p.m. with Mrs. Graciela Farias presiding.

Members present: Mrs. Graciela Farias, Dr. Alejo Salinas, Jr., and Mr. Gary Gurwitz

Other Trustees present: Mr. Paul R. Rodriguez

Members absent: None

Also present: Dr. Shirley A. Reed, Dr. Anahid Petrosian, Mrs. Wanda Garza, Dr. Ali Esmaeili, Dr. Enriqueta Cortez, Mr. Matthew Hebbard, Ms. Patricia Mendiola, Ms. Stacy Solis, and Mr. Andrew Fish.

Approval of Minutes for December 11th, 2014 Committee Meeting

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Minutes for the Education and Workforce Development Committee meeting of December 11th, 2014 were approved as written. The motion carried.

Presentation on UTeach: *Preparing Math & Science Majors to Become Educators*

Dr. Ali Esmaeili, Dean of Math, Science, Bachelor Programs, and University Relations introduced Dr. Enriqueta Cortez, Department Chair for Physical Sciences. Dr. Cortez provided a presentation on the UTeach program, a partnership with UTPA focused on preparing majors from Math & Science fields for careers in Math & Science Education.

Math and Science teachers are in high demand in the Rio Grande Valley, and across the state and the nation. To address the need for qualified teachers, the University of

Texas at Austin created UTeach in 1997. It has since expanded to over 30 universities in 16 states. According to the UTeach Institute, 80% of UTeach graduates who enter the teaching profession continue within the profession for at least five years. 32% of these graduates are from underrepresented Hispanic and African American populations.

This program was designed to streamline the process for students to earn a Bachelor of Science degree with a secondary teacher certification (Certified Texas Educator). While completing the program, students will also gain teaching experience with public schools, will find mentorships, and will qualify for scholarships and paid internships, leading to possible job offers locally, statewide, or even nationally upon graduation.

Through partnership with UTPA, which will continue with UTRGV, students can take the first two courses of the UTeach program at South Texas College:

UTCH 1101: Inquiry Approaches to Teaching
UTCH 1102: Inquiry-Based Lesson Design

These courses are taught by UTPA Masters Teachers, available to South Texas College through the grant-funded partnership with UTPA (and to be continued with UTRGV). These Masters Teachers are assisted by Math and Science Student Success Specialists, who provide additional support to UTeach students and visit Math and Science courses to recruit STEM majors interested in a career in STEM education.

Tuition for these first two courses is reimbursed upon completion, and these students are able to transfer to UTPA/UTRGV to complete the UTeach program as part of the baccalaureate degree program.

UTRGV's UTeach Program was projected to become the 2nd largest in the nation, and would offer great benefit to South Texas College STEM graduates pursuing a career in secondary education. South Texas College will track the success of its students through their transition to UTPA/UTRGV through coordination with a UTRGV project evaluator.

This item was for the Committee's information and feedback to staff, and no action is requested.

Report on the December 2014 Graduation

Mr. Matthew Hebbard, Dean of Enrollment Services and Registrar, delivered the December 2014 Graduation Report.

On Sunday, December 14, 2014 792 South Texas College students participated in the College's first December Commencement Ceremony, out of 1556 eligible graduates.

Mr. Hebbard provided graduation and commencement participation statistics by division and by degree, as well as a focused view at the top ten majors of graduating students.

This commencement ceremony was necessary due to the increasing number of South Texas College graduates each year. This December Commencement allowed the College to recognize students who complete their programs in a fall semester and the College was preparing for the logistics of continued December Commencement ceremonies as required.

This item was for the Committee's information and feedback to staff, and no action is requested.

Adjournment

There being no further business to discuss, the Education Workforce Development Committee Meeting of the South Texas College Board of Trustees adjourned at 4:31 p.m.

I certify that the foregoing are the true and correct minutes of the January 15, 2015 Education and Workforce Development Committee of the South Texas College Board of Trustees.

Mrs. Graciela Farias
Chair

Review and Recommend Action as Necessary to Offer the Fast Start Certificate for Precision Manufacturing Technology

The Education and Workforce Development Committee is asked to recommend Board approval of the proposed new Fast Start Certificate for Precision Manufacturing Technology.

As part of the *Fast Start Programs in Precision Manufacturing Technology and Computer Systems Management Technician* grant from the Texas Workforce Commission, South Texas College has developed a new certificate program: Fast Start Certificate for Precision Manufacturing Technology. The grant funds of \$97,999 have gone toward the design of a Certificate program that will allow individuals with working experience to earn a Certificate in a compress amount of time.

Students will engage in coursework to test and gain necessary technical skills. Through the use of credit-by-exam system, some skills can be demonstrated and credits, allowing experienced and proficient students to earn their credential more quickly than traditional programs. Other classes will be offered online, or as a hybrid option.

Students completing this program will need to complete at least three National Institute of Metalworking Skills (NIMS) credentials to complete the program. They will then have the option to continue their education in the Precision Manufacturing Technology Associate of Applied Science Degree.

The following pages contain:

- The Program Summaries;
- Expected Enrollment;
- Occupational Needs in the region, state, and nation;
- Estimated Wages;
- Proposed Degree Plan; and
- South Texas College Program Evaluation Plan

Dr. Anahid Petrosian, Vice President for Academic Affairs and Laura Talbot, Associate Dean of Curriculum and Student Learning, will review the proposed program with the Committee and respond to any questions.

The Education and Workforce Development Committee is asked to recommend Board approval of the proposed new Fast Start Certificate for Precision Manufacturing Technology program as presented.

Fast Start Certificate - Precision Manufacturing Technology

This certificate has been developed as part of a grant received from the Texas Workforce Commission titled *Fast Start Programs in Precision Manufacturing Technology and Computer Systems Management Technician*. South Texas College received \$97,999 through this grant in order to design a Certificate that will provide individuals that have working experience the opportunity to receive a Certificate in a compressed amount of time.

In this program students will engage in coursework to gain technical skills in general basic manufacturing. The curriculum will incorporate a variety of course studies and machine equipment. This program will consist of six classes; two online, some hybrid course options, and others available through credit-by-exam to facilitate the earning of credits and provide a faster route to the workforce. The accelerated options built into this certificate are designed for students that have at least one year of industry experience. Participating students will need to complete at least three National Institute of Metalworking Skills (NIMS) credentials in order to complete the program. Students completing this program have the option to continue their education and apply all of the coursework towards the Precision Manufacturing Technology Associate of Applied Science Degree.

Expected Enrollment:

Years	2015 -2016	2016 -2017	2017 – 2018	2018 -2019	2019 -2020
# Of Students	8	10	10	12	12

Occupational Need:

- According to EMSI, Machinists occupations should experience 26.4 % growth rate in the Lower Rio Grande Regional Area (Cameron, Hidalgo, Jim Hogg, Starr, Willacy, and Zapata counties) between 2014 and 2024. A total of 81 additional job openings are expected during this time period.
- According to EMSI, Machinists occupations should experience 23.7 % growth rate in the State of Texas between 2014 and 2024. A total of 7,165 job openings are expected during this time period.
- According to EMSI, Machinists occupations should experience 12.2% growth rate nationally between 2014 and 2024. A total of 48,569 job openings are expected during this time period.

Estimated Wages:

- EMSI indicates that the most recent median hourly earnings Machinists occupations in the South Texas Region (Cameron, Hidalgo, Starr, Zapata, Willacy, and Jim Hogg counties) were \$15.36.
- EMSI indicates that the most recent median hourly earnings for Machinists occupations in the State of Texas were \$18.59.
- EMSI indicates that the most recent median hourly earnings for Machinists occupations nationally were \$19.03.

2015-2016

TSI EXEMPT

FALL SEMESTER

	Lec. Hrs.	Lab Hrs.	Ext Hrs.	Cont. Hrs.	Cred. Hrs.
*DFTG 1325 Blueprint Reading & Sketching	2	3	0	80	3
*MCHN 1338 Basic Machine Shop I	1	6	0	112	3
*MCHN 1352 Intermediate Machining I	1	6	0	112	3
*MCHN 1320 Precision Tools and Measurements	2	3	0	80	3
Total:	6	18	0	384	12

**SPRING
SEMESTER**

*DFTG 1313 Drafting for Specific Occupations	2	3	0	80	3
*DEMR 1301 Shop Safety & Procedures	3	1	0	64	3
Total:	5	4	0	144	6

Total Contact Hours: 528

Total Credit Hours: 18

South Texas College Program Evaluation Plan

Institutional Effectiveness

South Texas College identifies expected outcomes for every instructional program and administrative and educational support service, assesses whether or not these outcomes are achieved, and makes continuous improvements based on assessment data. The College commits to continuous improvement in achieving expected outcomes through its strategic planning process, including *2-year Institutional Effectiveness (IE) Plans* for every instructional, administrative or educational support unit in the College. An *Intuitional Effectiveness (IE) Plan* serves as a means to establish and assess expected outcomes for each program.

In addition, STC monitors and evaluates the and quality instructional degree and certificate programs through the Program Review Process, the assessment of Program Learning Outcomes for each degree, and assessment of *Core Objectives* for the General Education Core Curriculum.

Program Review

Instructional programs are subject to Program Review by peers through the Curriculum and Program Review Committee on a 4-year cycle. This Program Review assessment instrument evaluates program viability, effectiveness, and student achievement through a variety of outcomes including the *number of graduates, transfer rates, licensure/certification pass rates, graduate placement, program specific accreditations, faculty credentials, schedule distribution across campuses and times of day, participation in learning outcomes assessment and use of data to improve student learning, faculty professional development, and use of community advisory committees*. Program Review evaluation is conducted by a subcommittee of faculty members serving on the College Curriculum and Program Review Committee. Following the subcommittee's review, findings are presented first to the Curriculum and Program Review Committee for review and then to a subcommittee of the Planning and Development Committee (PDC), the college-wide committee charged with oversight for planning, plan implementation, and reporting. The subcommittee reviews ratings given by the faculty subcommittee and reports those rating to PDC along with any additional recommendations.

Program Learning Outcomes Assessment

A separate set of competency-based program learning outcomes had been developed for each instructional program at STC, in addition to the traditional historical student success measures in the IE Plans, such as course completion, graduation rate, and student retention. The program learning outcomes are assessed and data are collected and reported on a yearly basis. The Director for Student Learning Outcomes and Assessment, along with the College Wide Student Learning Outcomes and Assessment Instructional Team lead the systematic process across all programs allowing for significant critical amounts of dialogue among faculty members in order to develop a consistent structure for collecting and assessing data while allowing for the academic freedom of faculty members. Instructional programs utilize a variety of assessment methods, including embedded assessment, exit exams, exit interviews and portfolios to assess the program learning outcomes.

General Education Outcomes Assessment

South Texas College also assesses general education competencies in the General Education program known as the STC Core Curriculum. The general education competencies for the Core Curriculum are called the *Core Objectives* and were defined by the Texas Higher Education Coordinating Board. Measures to determine the extent to which *Core Objectives* are being achieved are assessed every semester. Data are collected and compiled by each department to evaluate the extent to which the *Core Objectives* are being met. Results from the assessments and changes recommended based upon the results by the department are submitted to the Director of Learning Outcomes and Assessment.

Review and Committee Action as Necessary to Develop:

- A. Associate of Applied Science Degree in Law Enforcement with Specialization in Crime Scene Technology (AAS)**
- B. Certificate in Crime Scene Technology**

The Education and Workforce Development Committee is asked for approval to develop two new programs:

- a. Associate of Applied Science Degree in Law Enforcement with Specialization in Crime Scene Technology (AAS)
- b. Certificate in Crime Scene Technology

Development of these programs can begin with Committee authorization. Upon development, each program would be presented to the Education and Workforce Development Committee for review and recommendation and the Board of Trustees for approval before being offered to students.

South Texas College currently offers a Basic Peace Officer Certificate, which is the state required training to achieve Texas Commission on Law Enforcement certification as a Law Enforcement Officer. The College also offers an A.A.S. degree in Law Enforcement, which provides additional academic training, and can be undertaken by students new to law enforcement or to certified officers pursuing academic credentials. Certified officers coming to the A.A.S. program will earn experiential credit for the coursework they completed as part of their certification process.

The proposed new programs would expand on the Law Enforcement program offered through South Texas College by offering specialist training in Crime Scene Technology as either a Certificate or as part of an Associate of Applied Science Degree.

A graduate would be prepared to work as an entry-level crime scene specialist, trained to locate, identify, process, and preserve the crime scene and to present findings in court proceedings.

This program is designed to be appropriate for new students as well as for experienced law enforcement officers who desire the opportunity to specialize and advance in this area.

The following pages contain the Program Development Brief, which includes:

- 1. Program Summary;
- 2. Program Demand;

3. Admission Requirements;
4. Marketing Plan;
5. Retention Plan;
6. Graduation Plan; and
7. Resources Required for Program Operation.

The program operating and instructional costs have been estimated, and are provided after the Program Development Brief.

Dr. Anahid Petrosian, Vice President for Academic Affairs and Laura Talbot, Associate Dean of Curriculum and Student Learning, will review the proposed new program and the development process with the Committee and will respond to questions.

The Education and Workforce Development Committee is asked for approval to develop the proposed new Associate of Applied Science Degree in Law Enforcement with Specialization in Crime Scene Technology Program and the Certificate in Crime Scene Technology Program as presented.

Program Development Brief
Associate of Applied Science Degree in Law Enforcement with Specialization in Crime Scene
Technology (AAS)
Crime Scene Technology Certificate

1. Program Summary

- **Proposed Awards:**
 - Associate of Applied Science Degree in Law Enforcement with Specialization in Crime Scene Technology (AAS)
 - Certificate in Crime Scene Technology

- **Program Objective:** Currently, South Texas College offers a Basic Peace Officer Certificate and an A.A.S. degree in Law Enforcement through the Law Enforcement program. This proposal is to request permission to develop an additional specialization to the existing A.A.S. in Law Enforcement, concentrating on Crime Scene Technology, and an additional Certificate in Crime Scene Technology. Crime scene technologists are employed by local, state, and federal law enforcement agencies, the State Attorney offices, public defender offices, medical examiners, law firms, and private industry. This program is designed to prepare an entry-level crime scene specialist who will be able to locate, identify, process, and preserve the crime scene as well as testify in court proceedings. This program is also designed for practicing law enforcement professionals who desire the opportunity to specialize and advance in the field of crime scene technology. Potential employment opportunities may be found as a crime scene technologist, photographer, fingerprint examiner and classification specialist, crime lab assistant, or crime scene unit supervisor or Detective/Criminal Investigator specializing in crime scene investigation.

- **Program Location:** Technology Campus

2. Program Demand:

- **Documentation of Workforce Demand for the Program:**
 - a) According to *Economic Modeling Specialists, Inc.*, which utilizes data from the Texas Workforce Commission, Forensics Science Technicians occupations and Criminal Investigators/Detectives should experience a 11.8% growth rate in the Lower Rio Grande Regional Area (Cameron, Hidalgo, Jim Hogg, Starr, Willacy, and Zapata counties) between 2015 and 2024. A total of additional 316 job openings are expected during this time period.

- b) According to *Economic Modeling Specialists, Inc.*, Forensics Science Technicians and Criminal Investigators/Detectives occupations should experience a 13.2% growth rate in the State of Texas between 2015 and 2024. A total of 2,447 job openings are expected during this time period.
 - c) According to *Economic Modeling Specialists, Inc.*, Forensics Science Technicians occupations and Criminal Investigators/Detectives should experience a 4.9% growth rate nationally between 2015 and 2024. A total of 6,365 job openings are expected during this time period.
- **Estimated Wages:**
 - a) *Economic Modeling Specialist Occupation, Inc.* indicates that the most recent median hourly earnings for Forensics Science Technicians occupations in the South Texas Region (Cameron, Hidalgo, Starr, Zapata, Willacy, and Jim Hogg counties) was \$21.26. The most recent median hourly earnings for Criminal Investigators/Detectives in the South Texas Region was \$42.72.
 - b) *Economic Modeling Specialist Occupation, Inc.* indicates that the most recent median hourly earnings for Forensics Science Technicians occupations in the State of Texas was \$21.71. The most recent median hourly earnings for Criminal Investigators/Detectives in the State was \$36.60.
 - c) *Economic Modeling Specialist Occupation, Inc.* indicates that the most recent median hourly earnings for Forensics Science Technicians occupations nationally was \$26.13. . The most recent median hourly earnings for Criminal Investigators/Detectives in the nation was \$36.89.
 - **Existing Programs:**
 - a) Alvin Community College (which is approximately 355 miles from McAllen) offers a Crime Scene Technician Certificate.
 - b) Del Mar College (which is approximately 150 miles from McAllen) offers an AAS Crime Scene Technician.
 - c) Houston Community College (which is approximately 345 miles from McAllen) offers a Crime Scene Technology Certificate.

- **Expected Enrollment**

Years	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Certificate	15	18	22	27	32
AAS		10	12	15	18
Total	15	28	32	42	50

3. Admission Requirements: The admissions requirements for this program would follow the South Texas College catalog and would be open to any person desiring to enter a career in Crime Scene Technology.

4. Marketing Plan: The Associate of Applied Science Degree in Law Enforcement with Specialization in Crime Scene Technology and Certificate in Crime Scene Technology will be marketed to current law enforcement students and new students with an interest in the occupation. Target groups would be high school students, non-declared majors, Texas Workforce Commission, and individuals in the law enforcement field.

5. Retention Plan: South Texas College will work closely with the Program Advisory Committee to develop retention strategies that align with the needs.

6. Graduation Plan: The goal is to have at least 90% of the students who participate in the programs to complete the program on time. Class size will be evaluated each year and increased according to availability of faculty, and graduate placement rate. New students will be assigned to a specialized faculty advisor to prepare their degree plans to ensure a successful graduation rate.

7. Resources Required for Program Operation

Faculty- Existing qualified faculty in the Division of Business and Technology are qualified to teach the Law Enforcement A.A.S. courses that would be required for first year of the program. Qualified adjunct faculty members would need to be hired beginning with the 2015-2016 academic year for the Crime Scene technology specific coursework and would be added based on the level of enrollment.

Facilities- Existing classrooms and laboratories at the Technology Campus can be utilized for the classroom and “hands-on” instruction.

Equipment- Equipment would need to be purchased beginning in the 2015-2016 year for the program. Equipment such as digital cameras, fingerprint kits (fuming chambers, brushes, cards, etc.), personal protective equipment (gloves, self-contained breathing apparatus, chemical/bodily fluid resistant suits, masks, shoe gloves, etc.), Casting Molds (foot impressions, tire impressions), “black lights”/UV light, and other items. Items would be purchased beginning in the 2015-2016 year.

Five Year New Costs: Total new costs for the first five years of the program are projected to be \$165,700.00.00. Sources of funds to cover the costs are projected to include \$112,158.00 from tuition, and \$85,478.40 from state appropriations for total revenue of \$197,636.40. See Attached specific budget details.

Operating Costs and Revenue Projections
AAS LAW ENFORCEMENT-SPECIALIZATION CRIME SCENE TECHNOLOGY DEGREE
CERTIFICATE IN CRIME SCENE TECHNOLOGY

ESTIMATED COSTS BY YEAR						
CATEGORY	INITIAL COST	BUDGET 2ND YEAR	BUDGET 3RD YEAR	BUDGET 4TH YEAR	BUDGET 5TH YEAR	TOTAL BUDGET
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2015-2020
Faculty Salaries and Benefits	\$17,640.00	\$17,640.00	\$17,640.00	\$17,640.00	\$17,640.00	\$88,200.00
Supplies and Materials (Operating)	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$25,000.00
Library Resources	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	\$1,500.00
Equipment and Software (Capital)	\$25,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$45,000.00
Facilities (Furniture) (Operating)	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Faculty Professional Development/(Travel)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
Subtotal - Instructional & Operating Budget	\$50,140.00	\$28,640.00	\$29,140.00	\$28,640.00	\$29,140.00	\$165,700.00
Total Budget Per Year	\$50,140.00	\$28,640.00	\$29,140.00	\$28,640.00	\$29,140.00	\$165,700.00

REVENUE PROJECTIONS BY YEAR FOR AAS DEGREE/CERTIFICATE PROGRAM						
CATEGORY						TOTAL
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2015-2020
State Appropriations	\$0.00	\$0.00	\$24,192.00	\$24,192.00	\$37,094.40	\$85,478.40
Tuition	\$14,472.00	\$18,090.00	\$21,708.00	\$27,738.00	\$30,150.00	\$112,158.00
TOTAL REVENUE	\$14,472.00	\$18,090.00	\$45,900.00	\$51,930.00	\$67,244.40	\$197,636.40

Instructional Costs and Projected Revenue for

AAS Law Enforcement-Specialization Crime Scene Technology Certificate in Crime Scene Technology

Faculty Salary & Benefits	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	
LHE Rate	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	
# of LHE's per Course	5	5	5	5	5	
Subtotal	\$ 2,625.00	\$ 2,625.00	\$ 2,625.00	\$ 2,625.00	\$ 2,625.00	
# of Sections Taught by Adjunct	6	6	6	6	6	
# of Sections Taught by F/T	0	0	0	0	0	
Adjunct Salary	\$ 15,750.00	\$ 15,750.00	\$ 15,750.00	\$ 15,750.00	\$ 15,750.00	
Multiplied by Benefits Rate	1.12	1.12	1.12	1.12	1.12	
Total Salary for Adjunct	\$ 17,640.00	\$ 17,640.00	\$ 17,640.00	\$ 17,640.00	\$ 17,640.00	
F/T Faculty @ \$38,000	\$0	\$0	\$0	\$0	\$0	
Benefit Rate (F/T Salary X 29.5%=11210.00)	\$0	\$0	\$0	\$0	\$0	
Cost for Faculty Salary/Benefits	\$ 17,640.00	\$ 88,200.00				
Projected Revenue	Year 1	Year 2	Year 3	Year 4	Year 5	
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	
State Appropriations *						
# of Sections	6	6	6	6	6	
# of Students per Section	12	15	18	23	25	
Total # of Students per Year	72	90	108	138	150	
# of Contact Hours per Student	96	96	96	96	96	
Total Contact Hours	6912	8640	10368	13248	14400	
Multiplied by State Funding Rate (\$2.80)	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.80	\$ 2.80	
State Appropriations Generated	\$ 19,353.60	\$ 24,192.00	\$ 29,030.40	\$ 37,094.40	\$ 40,320.00	
State Appropriations Received	\$ -	\$ -	\$ 24,192.00	\$ 24,192.00	\$ 37,094.40	\$ 85,478.40
* State Appropriations funding is based upon enrollment from previous biennium						
Tuition	Year 1	Year 2	Year 3	Year 4	Year 5	
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	
Enrollment # Projected	72	90	108	138	150	
Tuition Rate per Credit Hour	\$ 67.00	\$ 67.00	\$ 67.00	\$ 67.00	\$ 67.00	
Subtotal	\$ 4,824.00	\$ 6,030.00	\$ 7,236.00	\$ 9,246.00	\$ 10,050.00	\$ 37,386.00
# of Credit Hours per Course	3	3	3	3	3	
Total Tuition	\$ 14,472.00	\$ 18,090.00	\$ 21,708.00	\$ 27,738.00	\$ 30,150.00	\$ 112,158.00

Report on Programs Offered through Continuing, Professional, and Workforce Education

A. Texas Adult Completion and Skills Initiative Grant from the Texas Workforce Commission

B. Online Continuing Education Services Programs

Mr. Juan Carlos Aguirre, Associate Dean for Continuing, Professional, and Workforce Education will provide a report on continuing, professional, and workforce education programs offered at South Texas College.

The mission of the Office of Continuing, Professional, and Workforce Education is to “empower individuals and employers with knowledge, skills, and credentials to help them fulfill personal and professional goals for a successful life.”

To accomplish this mission, the College provides training programs open to the community at large, onsite and online. Staff also coordinates with school districts, area employers, and other state agencies and economic development partners to develop customized programs to meet the various needs of professional and workforce development.

Mr. Aguirre will review enrollment trends and program growth with the Committee.

Mr. Aguirre will then report on the recently-approved Texas Adult Completion and Skills Initiative Grant from the Texas Workforce Commission, which provides funding to train workers in skills that improve their performance and professional opportunities.

The grant funded program will provide training to 60 high school credit recovery and technical programs students and 28 students enrolled in GED and technical programs. The technical programs include:

- Emergency Medical Technology
- Electronic Health Record Specialist
- Medical Assistant Technology
- Medical Office Specialist
- Combination Welding

Mr. Aguirre will also provide additional information on the College’s very impressive list of online learning opportunities, delivering coursework to students over the internet to allow them to pursue their studies at flexible schedule. Mr. Aguirre will highlight some of the programs offered, and respond to questions from the Committee.

This item is for the Committee’s information and feedback to staff, and no action is requested.



*“Your Gateway to Lifelong Learning”
... onsite, offsite, and online*

1

Agenda

1. Continuing Education Overview
2. Texas Adult Completion and Skills Initiative: a Grant from Texas Workforce Commission
3. Online Services Programs

2

1. Continuing Education Overview



**SOUTH TEXAS
COLLEGE**
Continuing Education

3

Our Vision

Be the premier
provider of
lifelong
Continuing
Education in
the region



4

Our Mission



Empower individuals and employers with knowledge, skills, and credentials to help them fulfill personal and professional goals for a successful life

5

Services - onsite, offsite, online



6

Markets



7

Accomplishments

INDICATOR	2012-2013	2013-2014	COMPARISON
UNDUPLICATED STUDENTS	7,079	11,009	56% INCREASE
DUPLICATED STUDENTS	8,683	12,543	44% INCREASE
REIMBURSABLE CONTACT HRS	388,997	651,576	68% INCREASE
TOTAL CONTACT HRS	606,848	811,941	34% INCREASE
STUDENT SATISFACTION	97%	97%	NO CHANGE
PROGRAM COMPLETERS	90%	91%	1% INCREASE
COURSES DELIVERED	1,015	1,540	52% INCREASE
GRANTS	\$710,816	\$1,204,968	70% INCREASE
NEW PROGRAMS OFFERED	18	22	22% INCREASE
COST RECOVERY	100%	100%	NO CHANGE



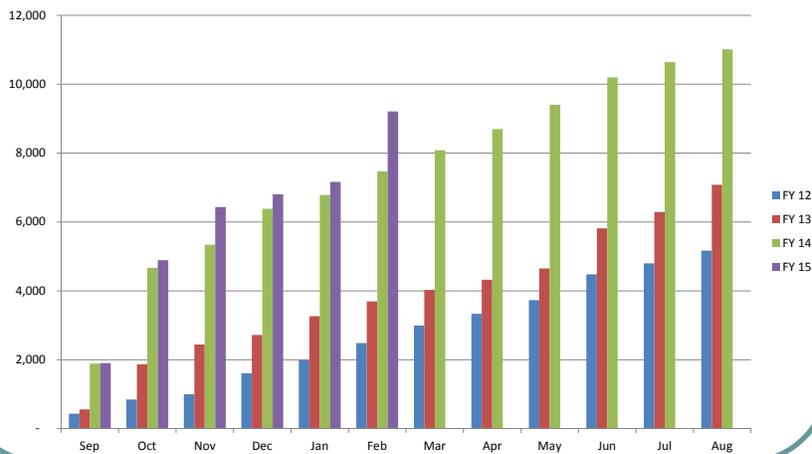
8

Enrollment by Institute FY14

INSTITUTE	2013-2014
Arts and Design	144
Business and Corporate Training	5,041
College and Career Preparation	3,086
Conferences and Workshops	606
Education	1,202
Healthcare	1,036
Online Training	122
Police Academy	182
Real Estate	177
Technology and Trades	739
Truck and Bus Driving	208
SUBTOTAL	12,543
Less Duplicates	1,534
TOTAL UNDUPLICATES	11,009

9

Enrollment Trends



10

2. Texas Adult Completion and Skills Initiative: Grant from TWC



11

Students and Award

- **88 Students to Serve**
 - 30 from La Joya ISD
 - 30 from Mission CISD
 - 28 from Region One ESC
- **\$247,376 Total Award for One Year**
 - \$97,920: Tuition
 - \$75,658: Salaries and Benefits
 - \$35,228: Training Materials and Supplies
 - \$13,200: Field Trips
 - \$7,046: Testing
 - \$18,324: Indirect Costs

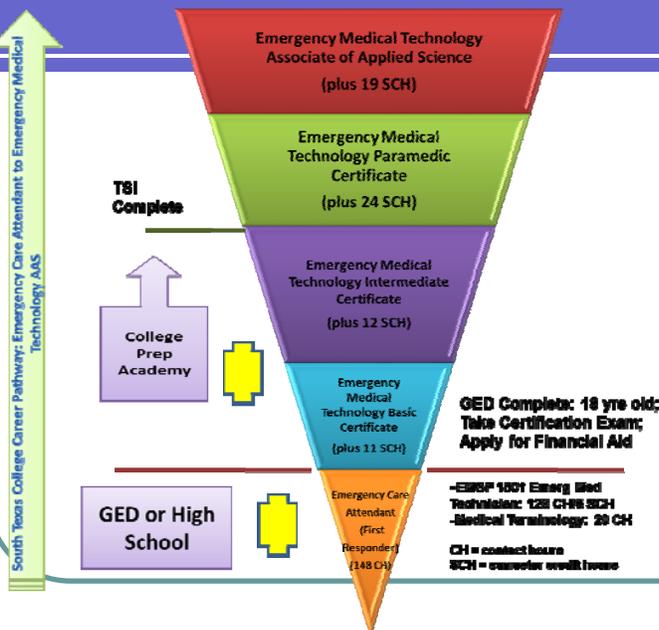
12

Services and Technical Programs

- **Services**
 - 60 Students co-enrolled in High School Credit Recovery and Technical Programs
 - 28 Students co-enrolled in High School Equivalency (GED) and Technical Programs
- **Technical Programs**
 - Emergency Medical Technology
 - Electronic Health Record Specialist
 - Medical Assistant Technology
 - Medical Office Specialist
 - Combination Welding

13

Emergency Medical Technology



14

3. Online Services Programs



Learn
Anywhere
Anytime

15

Programs and Courses

- **Accounting and Finance**
 - Accounting Fundamentals
 - Accounting Software
- **Business**
 - Real Estate
 - Management and Leadership
- **College Readiness**
 - Math
 - Test Prep
- **Computer Applications**
 - Adobe
 - Microsoft

16

Programs and Courses

- **Design**
 - Digital Photography
 - Web Design
- **Health Care and Medical**
 - Alternative Medicine
 - Health Information Management
- **Language and Arts**
 - Creative Writing
 - Publishing
- **Law and Legal**
 - Criminal Law
 - Paralegal Skills

17

Programs and Courses

- **Personal Development**
 - Personal Finance and Investments
 - Start Your Own Business
- **Teaching and Education**
 - Tools for Teachers
 - Discipline in the Classroom
- **Technology**
 - Web Technology
 - Computer Fundamentals
- **Writing and Publishing**
 - Grant Writing
 - Business Writing

18

Contractors

- **24-hour Courses: Education to Go, a division of Cengage Learning**
- **Certificate Programs: Education to Go, a division of Cengage Learning**
- **Real Estate: OnCourse Learning Corporation**
- **Defensive Driving: I Drive Safely, L.L.C.**

19

Enrollment

- **Monthly Enrollment:**
 - **24-hour Courses: 10-15**
 - **Certificate Programs: 2-3**
 - **Real Estate: 5-6**
 - **Defensive Driving: Starting in April**

20

Online Continuing Education Programs Overview

Accounting and Finance

- Accounting Fundamentals
- Accounting Software
- Personal Finance and Investments

Business

- Business Communication
- Business Software
- General Business Skills
- Grant Writing
- Management and Leadership
- Nonprofit
- Project Management
- Sales and Marketing
- Start Your Own Business

College Readiness

- Math
- Science
- Test Prep

Computer Applications

- Adobe
- Microsoft
- Other Applications

Design and Composition

- Adobe Software
- Digital Photography
- Graphic Design
- Multimedia
- Web Design

Health Care and Medical

- Alternative Medicine
- Ancillary
- EMS and Firefighters
- Ethics, Law, and Compliance
- Health Care Certificate
- Health Information Management
- Veterinary

Language and Arts

- Arts
- Creative Writing
- Digital Photography
- Graphic and Multimedia Design
- Languages
- Publishing

Law and Legal

- Business and Corporate
- Criminal Law
- General Law
- LSAT Preparation
- Paralegal

Online Continuing Education Programs Overview

Personal Development

- Arts
- Children, Parents, and Family
- Digital Photography
- Health and Wellness
- Job Search
- Languages
- Personal Enrichment
- Personal Finance and Investments
- Start Your Own Business
- Test Prep

Teaching and Education

- Classroom Computing
- Languages
- Mathematics
- Reading and Writing
- Science
- Test Prep
- Tools for Teachers

Technology

- Certificate Prep
- Computer Fundamentals
- Computer Programming
- Database Management
- Graphic and Multimedia Design
- Networking and Communications
- Security
- Web Technology

Writing and Publishing

- Business Writing
- Creative Writing
- Grant Writing
- Publishing