

Board of Trustees

Education and Workforce Development Committee Meeting

Tuesday, July 12, 2016

3:00 p.m.

Ann Richards Administration
Building, Board Room
Pecan Campus
McAllen, Texas



SOUTH TEXAS
COLLEGE

In the Making!

Online Copy

South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, July 12, 2016 @ 3:00 p.m.

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.”

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Approval of Minutes for Tuesday, June 14, 2016 and Tuesday, June 28, 2016 Committee Meetings

The Minutes for the Education and Workforce Development Committee meetings of Tuesday, June 14, 2016 and Tuesday, June 28, 2016 are presented for Committee approval.

**South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, June 14, 2016 @ 3:00 p.m.**

MINUTES

The Education and Workforce Development Committee Meeting was held on Tuesday, June 14, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:05 p.m. with Dr. Alejo Salinas, Jr. presiding.

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

Other Trustees present: Ms. Rose Benavidez and Mr. Paul R. Rodriguez

Members absent: Mrs. Graciela Farias

Also present: Dr. Shirley A. Reed, Dr. Anahid Petrosian, Mrs. Wanda Garza, Dr. David Plummer, Mr. Matthew Hebbard, and Mr. Andrew Fish.

Approval of Minutes for Tuesday, May 10, 2016 Committee Meeting

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Minutes for the Education and Workforce Development Committee meeting of Tuesday, May 10, 2016 were approved as written.

**Review and Recommend Action to Delete and Revise Existing Policies
as Related to Dual Credit Enrollment at South Texas College**

The Education and Workforce Development Committee was asked to review the proposed deletion and revisions to existing Board Policy, and to recommend Board approval for action as necessary at the June 28, 2016 Regular Board Meeting.

It was necessary to make extensive changes to the policies related to South Texas College's programs awarding dual credit to high school students. There were a variety of programs affected, including partnerships with local school districts as well as programs for students independently enrolled in dual credit courses at South Texas College.

One major change was the transition of referring to all such programs as "dual credit" instead of the previously used "dual enrollment." This was necessary to be consistent

with language used by the Texas Higher Education Coordinating Board and other rules and regulations.

Furthermore, the College needed to clearly designate that dual credit programs applied to courses that lead toward a certificate or associate degree, only. This excluded adult basic education and continuing and workforce education non-credit courses.

Approval to delete existing policy:

- Policy #3235: *Tuition/Fee Waiver for Dual Enrollment Students Sponsored by Cooperating School Districts*

Approval to revise existing policies:

- Policy #3230: *Dual Enrollment of High School Students*
- Policy #3232: *Dual Enrollment Student Eligibility Requirements*
- Policy #3234: *Adjusted Tuition Rate and Waiving of all Fees for High School Students Who Independently Enroll in College Courses Offered At STC Campuses and Facilities*

A. Deletion of Policy

a. Policy #3235: *Tuition/Fee Waiver for Dual Enrollment Students Sponsored by Cooperating School Districts*

The deletion of Policy #3235 was proposed as part of an effort to restructure the policies regarding dual credit programs overall. Under this proposal, the contents of current policy #3235 would be revised and incorporated into the revisions to Policy #3230: *Dual Enrollment of High School Students*, as discussed below.

Upon Board approval of the proposed incorporation of the two policies, Policy #3235: *Tuition/Fee Waiver for Dual Enrollment Students Sponsored by Cooperating School Districts* will no longer be necessary.

Policy #3235 was included in the packet, watermarked as “Delete – Original Policy” for the Committee’s review and consideration.

B. Revision of Policies

a. Policy #3230: *Dual ~~Enrollment of High School Students~~ Credit Programs with Partnering Districts*

The proposed revisions to Policy #3230 included the title change as shown above, and revisions to describe the partnerships between school districts and the College to provide dual credit opportunities to students sponsored by the respective district.

The revised Policy #3230: *Dual Enrollment Programs with Partnering Districts* was proposed for the Committee’s consideration, watermarked as “Proposed.”

b. Policy #3232: ~~Dual Enrollment~~ Credit Student Eligibility Requirements

The proposed changes to Policy #3232 were necessary to clarify the compliance of the dual credit programs with applicable state and federal regulations. This included clarifying that dual credit programs were limited to college credit courses leading to a certificate or associate degree and establishing the prerequisite requirements for students who participate in dual credit programs.

The proposed changes to Policy #3232 included the title change as shown above.

The proposed revisions to Policy #3232: *Dual Credit Student Eligibility Requirements* were included in the packet for the Committee's information and review. The additions to the policy were highlighted in yellow and the deletions were designated with a red strikethrough.

c. Policy #3234: ~~Adjusted Tuition Rate and Waiving of all Fees for High School Students Who Independently Enroll in College~~ Credit Courses Offered At ~~STC~~ any South Texas College Campuses and Facilities

The proposed changes to Policy #3234 included the title change as shown above

The proposed revisions were necessary to clarify the compliance of the dual credit programs with applicable state and federal regulations.

This included clarifying that high school students who independently enroll in dual credit college credit courses would pay tuition at the "independent course tuition rate" and any applicable fees which would be set each year by the Board of Trustees as part of the tuition and fee schedule.

The current independent course tuition rate for *in-district* dual credit students was \$50.00 per credit hour and applicable fees would not be waived.

The current independent course tuition rate for *out-of-district* and *out-of-state / international* dual credit students was \$78.00 per credit hour and applicable fees would not be waived.

Furthermore, the revisions to Policy #3234 clarified that the adjusted independent course tuition rate and any applicable fees applied to students independently enrolled in college credit courses leading to a certificate or associate degree.

Finally, the revisions to Policy #3234 would clarify the governing rules and regulations to include the Texas Higher Education Coordinating Board specifically, in addition to other state and federal regulations that may apply generally.

The proposed revision to Policy #3234: *Adjusted Tuition Rate and Waiving of all Fees for High School Students Who Independently Enroll in College Courses Offered at STC Campuses and Facilities* was included in the packet for the Committee's information and review. The change in title and additions to the policy were highlighted in yellow and the deletions were designated with a red strikethrough.

The new and revised policies were reviewed by staff, the President's Cabinet, President's Administrative Staff, and Planning and Development Council (PDC) staff.

It was requested that the Education and Workforce Development Committee recommend for Board approval, at the June 28, 2016 Board meeting, the following:

Deletion:

- Policy #3235: *Tuition/Fee Waiver for Dual Enrollment Students Sponsored by Cooperating School Districts*; and

Revisions:

- Policy #3230: *Dual ~~Enrollment of High School Students~~ Credit Programs with Partnering Districts*;
- Policy #3232: *Dual Enrollment Credit Student Eligibility Requirements*
- Policy #3234: *Adjusted Tuition Rate and ~~Waiving of all~~ Fees for High School Students Who Independently Enroll in College Credit Courses Offered At ~~STC~~ any South Texas College Campuses and Facilities*

The proposed action, including title changes, and which superseded any previously adopted Board policy was recommended for Committee approval and recommendation to the Board of Trustees.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Education and Workforce Development Committee recommended Board approval of the proposed deletion of Policy #3235: *Tuition/Fee Waiver for Dual Enrollment Students Sponsored by Cooperating School Districts* as presented and which supersedes any previously adopted Board policy. The motion carried.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Education and Workforce Development Committee recommended Board approval of the proposed revisions, including the revised title, of Policy #3230: *Dual Credit Programs with Partnering Districts* as presented and which supersedes any previously adopted Board policy. The motion carried.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Education and Workforce Development Committee recommended Board approval of the proposed revisions, including the revised title, of Policy #3232: *Dual Credit Student Eligibility Requirements* as presented and which supersedes any previously adopted Board policy. The motion carried.

Upon a motion by Mr. Gary Gurwitz and a second by Dr. Alejo Salinas, Jr., the Education and Workforce Development Committee recommended Board approval of the proposed revisions, including the revised title, of Policy #3234: *Tuition Rate and Fees for High School Students Who Independently Enroll in College Credit Courses Offered at any South Texas College Campus and Facility* as presented and which supersedes any previously adopted Board policy. The motion carried.

Adjournment

There being no further business to discuss, the Education Workforce Development Committee Meeting of the South Texas College Board of Trustees adjourned at 3:49 p.m.

I certify that the foregoing are the true and correct Minutes of the June 14, 2016 Education and Workforce Development Committee of the South Texas College Board of Trustees.

Mrs. Graciela Farias
Presiding

**South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, June 28, 2016 @ 2:30 p.m.**

MINUTES

The Education and Workforce Development Committee Meeting was held on Tuesday, June 28, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 2:35 p.m. with Mrs. Graciela Farias presiding.

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

Other Trustees present: Ms. Rose Benavidez

Members absent: None

Also present: Dr. Shirley A. Reed, Dr. Anahid Petrosian, Mrs. Wanda Garza, Mr. Matthew Hebbard, Dr. Jayson Valerio, Mrs. Kristina Wilson, Mrs. Brenda Balderaz, Ms. Yvette Gonzalez, Ms. Daphine Mora, Ms. Margo Ayala, and Mr. Andrew Fish.

**Update and Response to Concerns Raised by ADN Program Students
in Advanced Concepts of Adult Health (RNSG 2331)**

During the Spring 2016 semester, several concerns were brought to administration by students in the Advanced Concepts of Adult Health (RNSG 2331) course. This course is the end-of-program course for the Associate Degree Nursing Program (ADN) and is the most critical and challenging of the entire program. The course requires students to apply all concepts, theory, and content from all courses in the preceding semesters of the program.

Changes to the NCLEX-RN

Due to recent changes to the NCLEX-RN test, required by the Texas Board of Nursing for licensure as a Registered Nurse, the ADN Program adopted new testing formats to increase the number of non-multiple choice questions on the unit and final exams. This was done in response to feedback from previous graduates who recommended additional practice on such questions in preparation for the licensure exam. The recommendation was adopted by a committee comprised of program faculty and student representatives.

Changes to Course (RNSG 2331) in Response to NCLEX-RN Changes

On the first day of instruction for RNSG 2331 a course orientation was held, and students were given an outline of the course requirements, including the increased number of non-multiple choice questions to be implemented in exams during that course. While such

questions were included in previous courses, in RNSG 2331, they would account for 25% of all questions on exams.

To assist students with the change, additional support strategies were incorporated into the course for Spring 2016:

- Prep U NCLEX-RN was incorporated; this is software designed to help prepare students for the questions on the NCLEX-RN, including non-multiple choice format questions.
- Faculty focused on strategies to critically interpret and correctly answer non-multiple choice format questions.
- The Center for Learning Excellence (CLE) at the Nursing & Allied Health Campus provided workshops related to testing strategies for the NCLEX-RN.

Concerns about Student Performance, Student Complaints

In February 2016, after the first unit exam, students began to voice complaints about the course, including concerns about:

- The large number of students failing the course after the first exam;
- The alignment of the course syllabus with the examinations;
- The course logistics;
- The course tests, including types of questions, resources, and use of a test bank; and
- Alleged problems with the software used to administer the exams.

Interventions to Assist Students in RNSG 2331

In response to the concerns, several interventions were developed to assist the students:

- On February 29, 2016, the ADN Program Chair held a meeting in which she presented on strategies for course success to all Level IV students.
- On March 30, 2016, administrators from Student Affairs & Enrollment Management, Academic Affairs, and the Office of Human Resources held a meeting open to all students enrolled in RNSG 2331 to review and address the concerns of students.
- On March 31, 2016, the Program and Division implemented a new series of interventions to assist students with Unit Test 5 and the Final Exam:
 - Supplemental review via Blackboard for Unit 5 Test and Final Exam
 - Test guide for Unit 5 Test and the Final Exam that identified concepts for study
 - Faculty peer review of Unit 5 Test and Final Exam for level of difficulty
 - Provided supplemental review for test and final
 - Counseling was provided to students and faculty

Complaints and Feedback Regarding RNSG 2331 in Spring 2016

At the conclusion of the Spring 2016 semester, 45 students in RNSG 2331 successfully passed the course, and 80 students were unsuccessful.

Students continued to submit their concerns and complaints. 10 students submitted concerns by name, and were specifically invited to respond to the Review Committee as described below. 14 anonymous complaints were also received and reviewed, although the person(s) submitting those complaints could not be identified for follow-up.

Additionally, 26 statements in support of the faculty and course were received from past and current students, staff members, and staff from partnered healthcare and clinical sites. These were also provided to the Review Committee.

Students' Next Steps

For all students who were unsuccessful in RNSG 2331 in Spring 2016, Program Advisors and administration provided clear communication on their options and next steps.

Grade Appeal:

All students were advised of their right to file a formal grade appeal. Each appeal will be heard by an independent committee of faculty from each division at the College, and this Committee will review any appeals to determine whether the assigned course grade was fairly determined.

Admission & Progression (A&P) Committees:

The Associate Degree Nursing (ADN) Program and Nursing & Allied Health (NAH) Division faculty and staff convene into Progression Committees to review students who have failed a course in a selective-admissions program and wish to re-enroll in that course for another attempt.

This procedure has been developed to help students identify issues that may have led to their poor performance, and to help identify and develop strategies that might lead to greater success on the second attempt.

Administrative Response to Concerns

Administration took these concerns very seriously and undertook the necessary steps to respond to each complaint. These review and investigation steps included the following:

Committee Report: ADN Level IV Students Complaints

Administration formed a Review Committee to investigate student complaints about the course structure and faculty instruction of RNSG 2331 as taught during the Spring 2016 semester. The Committee was comprised of five faculty from each academic division, and the two Nursing & Allied Health Division faculty members were not from the ADN Program, and joining the faculty was a representative from the Curriculum and Student Learning Department.

This committee reviewed the students concerns, and was then given full access to the course materials and other resources as needed to conduct their review. The Committee convened during April through June 2016, and interviewed students, Program faculty, staff, and administration. Of ten students who submitted a complaint by name (not counting anonymous complaints), four students accepted interviews with the Committee.

The Review Committee's Report on ADN Level IV Students' Complaints, provided under separate cover, includes a brief background of the issues, an overview of their process, and then provides their observations, findings, and recommendations.

While the Committee found that the complaints filed by ADN Program Level IV students enrolled in RNSG 2331 in the Spring 2016 did not have merit, the Committee did

recommend new strategies be implemented to assist students in this demanding and rigorous course.

Recommendation Regarding Committee Report: RNSG 2331 Course Complaints

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, provided recommendations based upon the Review Committee's report. These recommendations will lead to general improvements in the ADN Program to better respond to issues faced by students without lowering the standards necessary to the development of safe practicing registered nurses.

Dr. Petrosian also described the accommodations put into place for students who are eligible to move forward in the ADN program, outlining the procedures in place for these students.

ADN Program Qualitative Study Report Based on Focus Group Discussions

In addition to investigations of the specific concerns and allegations, administration commissioned the Office of Research and Analytical Services to conduct a qualitative focus study of concerns expressed by students and their recommendations to improve student success.

The Office of Research and Analytical Services conducted focus groups with several groups related to the issues at the center of these concerns:

- Students who passed RNSG 2331
- Students who failed for the first time
- Students who failed for the second time (listed as *more than once*)
- Faculty and staff who work closely with ADN Program students

The focus groups were conducted in confidence and away from the Nursing & Allied Health Campus, in the privacy of a study room at the Pecan Campus Library, to encourage open and honest dialogue.

A Qualitative Focus Group study collects data differently from the individual interviews conducted by the Review Committee or the investigations into complaints investigated by the Office of Human Resources, and can provide strong anecdotal data to help illuminate trends.

The ADN Program Qualitative Student Report was provided under separate cover. The issues raised by participants were summarized within the report, and while they did not support the specific claims and allegations investigated elsewhere, they provided administration with further insights into how to improve programs and resources to better promote student success.

Report on Office of Human Resources Investigations into Personnel Matters Related to these Concerns

The Office of Human Resources conducted investigations into each complaint that could result in actionable personnel issues, including sexual harassment, retaliation, and racial comments or remarks. The packet included a summary of five complaints received during March – May 2016, and investigated by the Office of Human Resources.

The summary report by the Office of Human Resources was provided under separate cover.

Statement of Opinion by Legal Counsel, Jose Guerrero

Administration reviewed its procedures and findings in responding to these issues with Jose Guerrero, Legal Counsel. Mr. Guerrero provided a letter stating his opinion that there were no "...plausible claims of sex, race, or other protected class discrimination, or other violations of law." His letter was provided under separate cover.

The Education and Workforce Development Committee packet included the following documents related to these investigations, provided under separate cover:

- Review Committee Report: *ADN Level IV Students Complaints*
- Recommendation Regarding Committee Report: RNSG 2331 Course Complaints
- ADN Program Qualitative Study Report Based on Focus Group Discussions
- Report of Students' Complaints against ADN Instructors
- Statement of Opinion by Legal Counsel, Jose Guerrero

Dr. Shirley Reed, College President, Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, and Dr. Jayson Valerio, Interim Dean for Nursing & Allied Health, reviewed the concerns and the administrative response with the Committee.

This information was presented for the Committee's information and review, and no action was requested.

Update on Status of Level IV ADN Student / RNSG 2331 Grade Appeals

Two students filed grade appeals, and the Committee was scheduled to review these appeals on Friday, June 24, 2016. The results of these appeals should be available for verbal discussion at the Committee, though the students cannot be identified to protect their privacy.

Associate Degree Nursing (ADN) Program and Nursing & Allied Health (NAH) Division faculty and staff have been reviewing grade appeals by students who failed RNSG 2331 during the Spring 2016 semester. Each appeal will be heard by an independent committee of faculty from each division at the College, and this Committee will review any appeals to determine whether the assigned course grade was fairly determined.

Dr. Jayson Valerio, Interim Dean for Nursing & Allied Health, provided a review of the appeal process.

This information was presented for the Committee's information and review, and no action was requested.

Update on Status of Students' Continuation in the ADN Program as Determined by the ADN Progression Committee and the Nursing & Allied Health (NAH) Progression Committee

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, and Dr. Jayson Valerio, Interim Dean for Nursing & Allied Health, provided an update on the process for students wishing to continue in the ADN Program.

The Associate Degree Nursing (ADN) Program and Nursing & Allied Health (NAH) Division faculty and staff convened into Progression Committees to review students who failed a course in a selective-admissions program and wished to re-enroll in that course for another attempt.

This procedure was developed to help students identify issues that may have led to their poor performance, and to help identify and develop strategies that might lead to greater success on the second attempt.

Group 1 – First Failed Course

Students in the ADN Program who have failed a course for the first time must petition for review by the ADN Program Admission & Progression Committee for readmission. Those students are then required to provide a detailed remediation portfolio that will help committee members and the students identify areas of concerns.

57 students who failed RNSG 2331 in Spring 2016 were eligible for readmission pending approval by the ADN Program Progression Committee, and 51 of those students submitted their remediation portfolio by the deadline. The remaining six students will not be eligible for readmission at this time.

The ADN-A&P Committee met on June 24, 2016 and ranked the students based on their final course average grade, letter of intent, and remediation portfolio. The students who complied with the required readmission procedures would be readmitted to the program, and were notified of this decision on June 27, 2016. The students would be readmitted based upon the availability of faculty and resources, and would be prioritized based upon their ranked order.

Group 2 – Subsequent Failed Course

Students in any selective-admission program in the Nursing & Allied Health Division who have failed a course for the second time must petition for review by the NAH Admission & Progression Committee for readmission.

23 students who failed RNSG 2331 in Spring 2016 had previously failed a course since their admission to the ADN Program, and under program guidelines were required to submit to the division-level NAH Admission & Progression Committee for readmission. Only 14 of the 23 students submitted petitions to be re-admitted.

The NAH-A&P Committee was scheduled to meet on July 6, 2016 and will deliberate each student case and review all extenuating circumstances, cumulative GPA, RNSG course grades, and the resolution of their self-identified concerns. Students would be admitted based upon the published guidelines in the NAH Handbook, and remediation plans would be developed for any readmitted students.

Moving Forward - Continuous Quality Improvement Strategies

Dr. Petrosian, Interim Vice President for Academic Affairs, and the ADN leadership team, as part of the Continuous Quality Improvement Process, developed new strategies to evaluate and improve the ADN Program. These strategies were piloted with the Summer 2016 cohorts, and would be officially implemented for the Fall 2016 semester.

The strategies included:

- Improved Communication of Course Requirements and Expectations
- Improved Logistics of Course Structure
- Development of Test Blue Print
- Development of Critical Thinking Skills (Active Learning Strategies)
- Early Assessment of Student Strengths and Weaknesses
- Cohort Faculty Review Committee

This information was presented for the Committee's information and review, and no action was requested.

Review and Recommend Action to Approve Proposed Revisions to 2016 - 2017 Academic Calendar

Approval of the proposed revisions to the 2016 - 2017 Academic Calendar will be requested at the June 28, 2016 Board meeting.

The 2016 - 2017 Academic Calendar was presented to the Board for approval on June 23, 2015. The Academic Calendar Steering Committee proposed a revision to the calendar, as follows:

- Changes to the Spring 2016 graduation dates, from May 12 and 13 (Friday – Saturday) to May 13 and 14 (Saturday – Sunday).

The change was required due to a scheduling conflict for the May 2017 commencement ceremonies at the State Farm Arena.

The revised 2016 - 2017 Academic Calendar was provided in the packet, with the proposed changes highlighted in yellow.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Committee recommended Board approval of the proposed revisions to the 2016 - 2017 Academic Calendar at the June 28, 2016 Board meeting as presented. The motion carried.

Review and Recommend Approval of Academic Calendar for Academic Year 2017 – 2018

Approval of the 2017-2018 Academic Calendar will be requested at the June 28, 2016 Board meeting.

The Academic Calendar Steering Committee, which included membership from each area of the College, developed the FY 2017 - 2018 Academic Calendar. The calendar was developed to be compatible with local area school district calendars and other higher education institutions in Texas. The calendar was presented to STC faculty and staff for review, feedback, and input during the months of March and April. Input received from staff and faculty was incorporated into the proposed calendar.

The proposed calendar was unanimously approved by the Academic Calendar Steering Committee and reviewed and approved by the President's Cabinet, Administrative Staff, and Planning and Development Council.

The proposed calendar was provided in the packet for the Committee's review and consideration.

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mr. Gary Gurwitz, the Committee recommended Board approval of the 2017 - 2018 Academic Calendar as presented. The motion carried.

Adjournment

There being no further business to discuss, the Education Workforce Development Committee Meeting of the South Texas College Board of Trustees adjourned at 3:16 p.m.

I certify that the foregoing are the true and correct Minutes of the June 28, 2016 Education and Workforce Development Committee of the South Texas College Board of Trustees.

Mrs. Graciela Farias
Presiding

Review and Recommend Action on Proposed Revision to Policy #1110: *Board Committees*

The Education and Workforce Development Committee is asked to review the role and responsibilities of the EWD Committee and recommend Board action on the proposed revisions to existing Board Policy #1110: *Board Committees* and to recommend Board approval for action as necessary at the July 26, 2016 Regular Board Meeting.

The proposed revisions as recommended by staff are included in the packet, with additional text highlighted in yellow and italicized.

The committee is asked to discuss and recommend any further changes to the identified roles and responsibilities of the Education and Workforce Development Committee that might be appropriate at this time.

It is requested that the Education and Workforce Development Committee recommend for Board approval of the proposed revision to Policy #1110: *Board Committees* as proposed and which supersedes any previously adopted Board policy.

MANUAL OF POLICY

Title	Board Committees	1110
Legal Authority	Approval by the Board of Trustees	Page 1 of 2
Date Approved by Board	Board Minute Order Dated July 27, 1995 As Amended by Board Minute Order Dated June 24, 2004 As Amended by Board Minute Order Dated September 15, 2004 As Amended by Board Minutes Order Dated December 11, 2012 As Amended by Board Minutes Order Dated July 29, 2014 As Amended by Board Minutes Order Dated July 26, 2016	

The Chair may, from time to time as the Chair deems necessary, create committees to advise the Board and facilitate the efficient operation of the Board. Their membership is to be established by action of the Chair. A committee that includes one or more Trustees is subject to the Open Meetings Act when it meets to discuss public business or policy. The following committees are designated by the Board:

1. Education and Workforce Development - This Committee supports the Board in its obligation to provide oversight for the academic, workforce training, and economic development programs of the College. The Committee's specific roles shall include reviewing and recommending action as necessary to the Board regarding:

- New academic and workforce programs for submittal to the Texas Higher Education Coordinating Board;
- Development of technical training programs to offer competitive, quality training to help promote the regions value to the global economy;
- Development of policies in the areas of academic affairs, student services, admissions requirements, academic advising, counseling, and instruction support services;
- Curricular and teaching innovation and the use of technology for program development and other educational initiatives;
- Quality and effectiveness of all instructional programs and monitoring their continued improvement;
- Inter-institutional cooperation with four-year institutions, public school districts, and workforce partners;
- Development of economic development opportunities to expand the College's capacity and impact on regional economic prosperity;

2. Finance, *Audit*, and Human Resources - This Committee supports the Board in its fiduciary responsibilities and in overseeing the investment and expenditure of public and grant funds to support the mission of the College. The Committee's specific roles shall include reviewing and recommending action as necessary to the Board regarding:

- Budgetary and fiscal matters of the College within the applicable state laws and rules and regulations of the Texas Higher Education Coordinating Board;
- Annual budget, staffing plan, and salary pay plan documents, including all substantive changes to those documents from preceding fiscal years;
- Establishment of tuition and fee requirements;
- Award of contracts, grants, and bids for the College;
- Activities relating to foundations, grants, and endowments in perpetuity;
- Financial condition and stability of the College;
- Development of personnel policies and procedures as necessary regarding employee compensation and benefits, adherence to equal employment opportunity regulations and, grievance and due process regulation.

MANUAL OF POLICY

Title	Board Committees	1110
Legal Authority	Approval by the Board of Trustees	Page 2 of 2

Date Approved by Board **Board Minute Order Dated July 27, 1995**
As Amended by Board Minute Order Dated June 24, 2004
As Amended by Board Minute Order Dated September 15, 2004
As Amended by Board Minutes Order Dated December 11, 2012
As Amended by Board Minutes Order Dated July 29, 2014
As Amended by Board Minutes Order Dated July 26, 2016

- *Selection of the independent external auditor of the annual financial statements of the College, and the external auditor process and reports;*
- *System of internal controls and the internal audit process and reports.*

3. Facilities - This Committee supports the Board in its oversight of facilities expansion and maintenance and advises the Board on matters related to design, construction, and occupancy of the College's facilities. The Committee's specific roles shall include reviewing and recommending action as necessary to the Board regarding:

- Current and long-term facilities needs of the College at all campuses and developing plans to meet projected needs;
- Development of the facilities master plan for the College;
- Capital improvement projects for the College;
- Development and adherence to facilities design guidelines and standards for projects district-wide; ~~and~~
- Selection of design professionals, engineering, and construction services firms;
- *Priorities for the renovation of existing space or addition of new space;*
- *Acquisition of real property;*
- *Naming of College buildings and other facilities; and*
- *Project status against contractual arrangements.*

Additional Committees

Additional committees may be created by the Chair as necessary or desirable. All committees shall consist of a minimum of 3 Trustees.

Quorum

A quorum for action by any committee shall be a majority of the committee. Upon failure of a quorum at a duly called committee meeting, those committee members present may deliberate and upon such deliberation make recommendations to the Board.

Review and Recommend Action on Proposed Revision to Policy #3232: *Dual Credit Student Eligibility Requirements*

The Education and Workforce Development Committee is asked to recommend Board action on the proposed revisions to existing Board Policy #3232: *Dual Credit Student Eligibility Requirements* and to recommend Board approval for action as necessary at the July 26, 2016 Regular Board Meeting.

The Board approved revisions to this same policy at the June 28, 2016 Regular Board Meeting. In pursuant discussions regarding the changes with partnered school districts and upon feedback from administration, it was recommended that additional language be included in the dual credit student eligibility requirements to stipulate that:

9th Grade

- Students may not not enroll in college level courses until the spring semester of their 9th grade, and
- are limited to no more than two courses, from an approved list of recommended courses, for that semester.

10th Grade

- Students will be limited to two dual credit courses per semester.

11th and 12th Grade

- Students should not exceed 16 credits hours per semester.

The proposed revision is included in the packet, with additional text highlighted in yellow and italicized. There are no proposed deletions.

The proposed revision has been reviewed by staff, the President's Cabinet, President's Administrative Staff, and Planning and Development Council (PDC) staff.

It is requested that the Education and Workforce Development Committee recommend for Board approval of the proposed revision to Policy #3232: *Dual Credit Student Eligibility Requirements* as proposed and which supersedes any previously adopted Board policy.

MANUAL OF POLICY

Title	Dual Credit Student Eligibility Requirements	3232
Legal Authority	Approval of the Board of Trustees	Page 1 of 1
Date Approved by Board	Board Minute Order Dated January 21, 1999 As Amended by Board Minute Order dated August 19, 2004 As Amended by Board Minute Order dated July 28, 2005 As Amended by Board Minute Order dated June 28, 2016 <i>As Amended by Board Minute Order dated July 26, 2016</i>	

High school students who may benefit from taking college-level courses to satisfy high school graduation requirements or who wish to begin their post-secondary education prior to graduation from secondary school are eligible to participate in the College's dual credit program.

College-level courses are limited to those leading to a certificate or associate degree. Courses offered for dual credit are limited to academic courses in the current edition of the Lower Division Academic Course Guide Manual and college-level workforce education courses in the current edition of the Workforce Education Course Manual as outlined in Texas Higher Education Coordinating Board Rule Title 19, Part I, Chapter 4, Subchapter D, Rule 4.85.

Students who participate in the program must meet the Texas Success Initiative (TSI) college readiness standards as established by the Texas Higher Education Coordinating Board and the College, or meet the applicable student eligibility criteria outlined in Texas Higher Education Coordinating Board Rule Title 19, Part I, Chapter 4, Subchapter D, Rule 4.85. Students must meet the College's regular prerequisite requirements for the courses in which they enroll.

Dual credit students may not enroll in college level courses until the spring semester of their 9th grade, and then limited to no more than two (2) courses for that semester from an approved list of recommended courses. Thereafter, all 10th grade students will be limited to only two (2) dual credit courses per semester, and 11th and 12th grade students should not exceed 16 credit hours per semester.

The dual credit program is subject to all rules and regulations of the Texas Higher Education Coordinating Board, other state and federal regulations, and College policies and procedures as applicable.

Presentation on Texas Higher Education Coordinating Board Almanac Data on South Texas College Student Performance Data from 2011 - 2016

Mr. Serkan Celtek, Director of Research and Analytical Services, will present data from the Texas Higher Education Coordination Board (THECB) *Almanac of Higher Education* related to student performance data at South Texas College.

This data provides a five-year review of basic student performance data as collected by the THECB.

The committee packet includes excerpts from the 2016 *Texas public Higher Education Almanac*, including the entry for South Texas College and the comparison of statewide two-year public institutions.

The information below summarizes findings from this data:

Time and Hours Earned to Complete a Degree

For the FY2015 graduates, students earned an average of 84 hours (excluding dual enrollment and developmental education) and take over 4.1 years to complete their associate degree.

Graduation Rates

The THECB has analyzed the cohorts reported in the almanac to determine:

Three Year Graduation Rate (Fall 2012 First-Time-in-College): 17.8%

- 14.9% for students who started in development education
- 27.3% for students who started college-ready

Four Year Graduation Rate (Fall 2011 First-Time-in-College): 25.0%

Six Year Graduation Rate (Fall 2009 First-Time-in-College): 32.9%

Dual Enrollment

In Fall 2015, 44.0% of South Texas College students were enrolled in dual credit courses.

Students who enrolled with prior dual credits, entering the College as First-Time-in-College students in Fall 2010, had a one-year persistence rate of 82.1%.

Of those students:

- 21.5% earned a baccalaureate degree in four years or fewer
- 23.9% earned a baccalaureate or associate degree in four years or fewer

Transfer Rate (within six years)

Of the 4,190 students who were First-Time-in-College and degree-seeking in Fall 2009 but did not graduate, 21.3% (893) of them transferred within six years to a four-year institution within the state of Texas.

College Readiness

The following statistics are available for First-Time-in-College students in Fall 2011 who were not college ready in at least one subject:

Subject	# of Fall 2010 FTIC Students not College Ready	TSI Completion/ College Readiness within Two Years	Completion of College Level Course within Three Years
Math	2,176	27.6%	15.9%
Reading	1,814	39.7%	26.7%
Writing	2,072	31.3%	27.9%

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

Time and SCH to Degree

FY 2015 graduates



Almanac Year	2011	2012	2013	2014	2015	2016
Average time to associate degree (yrs)	NA	5.1	4.3	4.2	4.1	4.1
Average SCH to associate degree	NA	99	89	86	84	84

The average length of time in years and number of **attempted** semester credit hours (SCH) to complete an associate degree. Students are tracked for 10 years back for accumulation of semester credit hours and total years and months that have elapsed from the first day of entry. **Dual credit and developmental education hours are excluded. Dual credit hours were included in these measures prior to the 2013 almanac.**

Graduation Rates

Through FY 2015



Almanac Year	2011	2012	2013	2014	2015	2016
3-year Full-time	14.7%	18.7%	18.4%	19.2%	17.2%	17.8%
3-year Part-time	NA	10.1%	9.9%	9.5%	9.3%	9.3%
4-year Full-time	19.4%	24.9%	27.7%	25.6%	25.6%	25.0%
4-year Part-time	NA	15.3%	17.4%	15.6%	14.7%	15.1%
6-year Full-time	26.7%	30.6%	32.3%	35.4%	37.5%	32.9%
6-year Part-time	NA	20.5%	21.5%	24.8%	24.9%	23.8%
Dev. ed. (3-year)	NA	14.2%	12.5%	13.3%	13.4%	14.9%
Non-dev. ed. (3-year)	NA	33.2%	30.0%	29.5%	26.2%	27.3%

The percentage of **first-time, credential-seeking undergraduates** who graduate **within three, four, or six academic years** for two groups: those students who enrolled in their first fall as **full-time** students (taking 12 or more semester credit hours) and those who enrolled **part-time** (taking fewer than 12 SCH). Both degrees and certificates are included.

Dual Enrollment

Almanac Year	2011	2012	2013	2014	2015	2016	
Dual credit as % of total enrollment in fall	30.7%	32.3%	36.6%	39.7%	39.4%	44.0%	← Fall 2015
% persist 1 year	88.4%	86.4%	86.8%	86.3%	83.4%	82.1%	← Fall 2010 FTIC cohort
% earned bacc. in 4 years or fewer	26.0%	25.4%	24.0%	24.4%	20.8%	21.5%	
% earned bacc. or assoc. in 4 years or fewer	31.5%	32.3%	32.2%	32.6%	30.2%	23.9%	

Dual credit enrollment as a percentage of the total enrollment.

College persistence and graduation rates for an institution's **dual credit students who subsequently enrolled in the same or a different Texas college or university**. The percentage who earned a baccalaureate and/or associate degree is unduplicated.

Transfer Rate

Fall 2009 cohort



Almanac Year	2011	2012	2013	2014	2015	2016
All transfers	487	499	613	708	703	893
Transfer cohort	2,522	2,253	3,024	2,924	2,827	4,190
Transfer rate	19.3%	22.1%	20.3%	24.2%	24.9%	21.3%

ALL TRANSFERS: The count of students **who have transferred (in Texas) out of the transfer cohort**. The students are tracked **until they transfer to a four-year institution for the first time, or until they complete an award at the two-year institution**.

TRANSFER COHORT: Number of students **entering higher education for the first time at a two-year public institution who were not concurrently enrolled at a four-year institution**.

TRANSFER RATE: The percentage of students in the cohort who **transferred to a senior institution within six years**.

College Readiness

Fall 2011 cohort



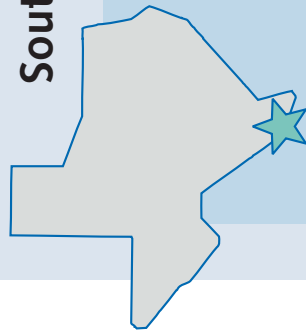
Almanac Year	2011	2012	2013	2014	2015	2016
Below math standard	1,535	735	1,203	2,107	2,303	2,176
TSI obligation met (% of total)	30.4%	40.0%	34.2%	33.6%	36.3%	27.6%
Completed college course (%of total)	8.2%	18.4%	16.5%	17.6%	19.4%	15.9%
Below reading standard	1,109	571	1,031	1,680	1,863	1,814
TSI obligation met (% of total)	52.6%	57.4%	57.3%	50.7%	52.7%	39.7%
Completed college course (%of total)	12.5%	28.9%	28.8%	31.3%	30.9%	26.7%
Below writing standard	1,062	503	747	1,641	1,975	2,072
TSI obligation met (% of total)	49.6%	56.7%	47.5%	41.6%	42.3%	31.3%
Completed college course (% of total)	18.4%	27.6%	30.4%	29.1%	29.9%	27.9%

Students in college for the **first time (both full- and part-time) who did not meet the state readiness standards at the time of enrollment.**

Percentage of total students below state readiness standards who **satisfied state standards within two years of college enrollment.**

Percentage of total students below state readiness standards who **successfully completed a college-level course in the related area with a grade A, B, or C within three years of college enrollment.**

South Texas College

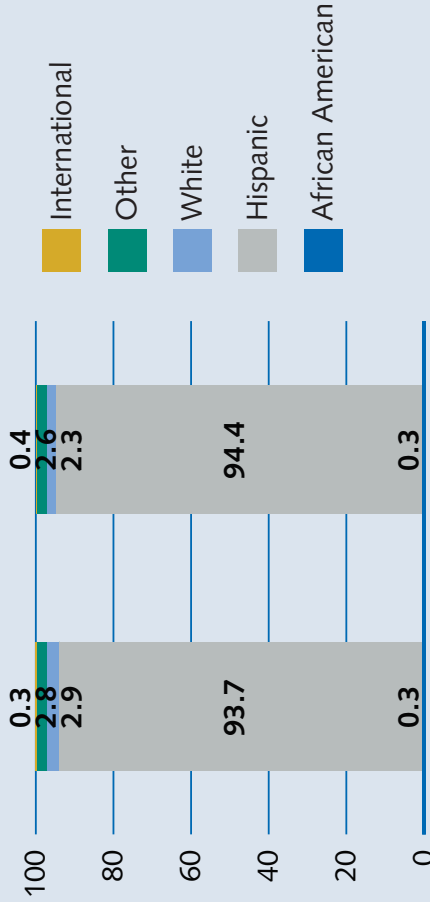


Total Enrollment:
33,994

COLLEGE INFORMATION

City: McAllen
 Year founded: 1993
 Website: www.southtexascollege.edu
 Peer group: Very Large Colleges
 HS/HBCU status: HS
 Degrees offered: Bachelor's & Associate Degrees & Certificates
 Average tuition & fees: \$3,480

PERCENT STUDENT POPULATION BY RACE/ETHNICITY



Enrollment total, Degrees & certificates awarded, FY 2015
 (33,994)

DEVELOPMENTAL EDUCATION

Fall 2011 FTIC dev. ed. cohort

Category	Count	Percentage
Math		
Below math standard	2,176	27.6%
TSI obligation met (% of total)		
Completed college course (% of total)	15.9%	
Reading		
Below reading standard	1,814	39.7%
TSI obligation met (% of total)		
Completed college course (% of total)	26.7%	

Writing

Below writing standard	2,072	
TSI obligation met (% of total)		31.3%
Completed college course (% of total)		27.9%

TRANSFER STUDENTS

All transfers	893
Transfer cohort	4,190
Transfer rate	21.3%

FACULTY

Total	1,011
% full-time faculty	64.0%
% SCH taught by full-time faculty	87.1%
Student-faculty ratio	22:1

GRADUATE SUCCESS

Category	Percentage
Academic programs	
% total academic employed and/or enrolled	91.0%
% employed	31.6%
% enrolled in 4-yr or 2-yr	31.2%
% employed and enrolled	28.1%
Technical programs	
% total technical employed and/or enrolled	86.3%
% employed	57.6%
% enrolled in 4-yr or 2-yr	23.2%
% employed and enrolled	5.6%

STUDENT DEBT

Average debt	\$7,913
% students with debt	9.9%

GRADUATION RATES

Category	Full-time	Part-time
3-year	17.8%	9.3%
4-year	25.0%	15.1%
6-year	32.9%	23.8%
Fall 2012, 3-year cohort		
Dev. ed.	14.9%	
Non-dev. ed.	27.3%	

DUAL CREDIT MEASURES

Dual credit as % of total enrollment in fall 2015	44.0%
Fall 2010 FTIC dual credit cohort	
% persist 1 year	82.1%
% earned bacc. in 4 years or fewer	21.5%
% earned bacc. or assoc. in 4 years or fewer	23.9%

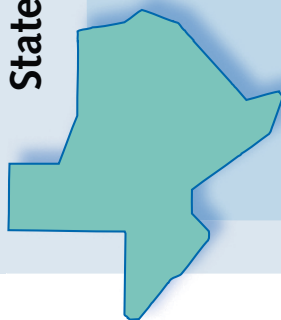
STUDENT CHARACTERISTICS

% enroll. change 2010-15	21.5%
% part-time	73.1%
% full-time	26.9%
% academic program	67.4%
% technical program	30.9%
% credit students receiving Pell Grants	40.7%

COMPLETION MEASURES

Average time to associate degree (yrs)	4.1
Average SCH to associate degree	84

Statewide Two-Year Public Institutions

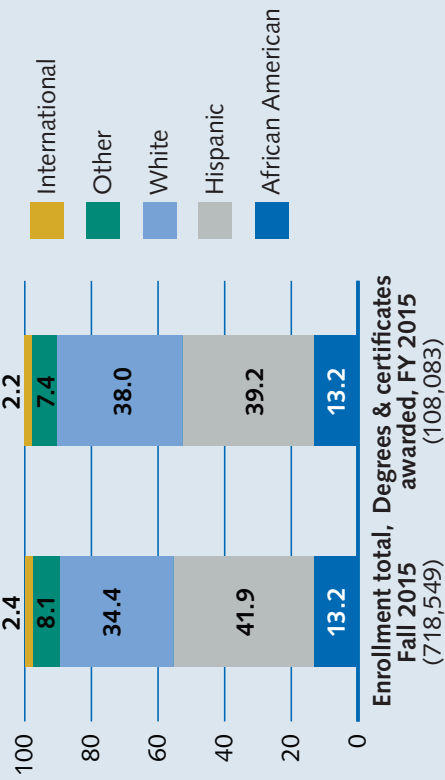


Total

Enrollment:
718,549

Average Tuition & Fees: **\$2,446**

PERCENT STUDENT POPULATION BY RACE/ETHNICITY



Enrollment total, Degrees & certificates awarded, FY 2015
(718,549) (108,083)

DEVELOPMENTAL EDUCATION

Fall 2011 FTIC dev. ed. cohort

Category	Count	Percentage
Math		
Below math standard	55,409	
TSI obligation met (% of total)	28.8%	
Completed college course (% of total)	15.8%	
Reading		
Below reading standard	35,781	
TSI obligation met (% of total)	50.5%	
Completed college course (% of total)	37.1%	
Writing		
Below writing standard	35,884	
TSI obligation met (% of total)	42.6%	
Completed college course (% of total)	30.8%	

TRANSFER STUDENTS

All transfers	25,899
Transfer cohort	117,699
Transfer rate	22.0%

FACULTY

Total	32,268
% full-time faculty	37.1%
% SCH taught by full-time faculty	61.7%
Student-faculty ratio	20:1

STUDENT CHARACTERISTICS

Total enrollment	-3.3%
% change 2010-15	
% part-time	75.4%
% full-time	24.6%
% academic program	72.6%
% technical program	27.3%
% credit students receiving Pell Grants	34.5%

COMPLETION MEASURES

Average time to associate degree (yrs)	4.4
Average SCH to associate degree	90

GRADUATE SUCCESS

Category	Percentage
Academic programs	
% total academic employed and/or enrolled	88.8%
% employed	38.8%
% enrolled in 4-yr or 2-yr	23.9%
% employed and enrolled	26.1%
Technical programs	
% total technical employed and/or enrolled	89.8%
% employed	76.7%
% enrolled in 4-yr or 2-yr	9.2%
% employed and enrolled	3.9%
STUDENT DEBT	
Average debt	\$14,834
% students with debt	34.2%

GRADUATION RATES

	Full-time	Part-time
3-year	15.9%	7.7%
4-year	22.2%	12.2%
6-year	32.5%	20.6%
Fall 2012, 3-year cohort		
Dev. ed.	10.4%	
Non-dev. ed.	19.5%	

DUAL CREDIT MEASURES

Dual credit as % of total enrollment in fall 2015	17.5%
Fall 2010 FTIC dual credit cohort	
% persist 1 year	85.0%
% earned bacc. in 4 years or fewer	31.0%
% earned bacc. or assoc. in 4 years or fewer	33.0%

Presentation on Recruitment Efforts at the South Texas College La Joya Teaching Center

Dr. Anahid Petrosian, Vice President for Academic Affairs, will present on the efforts to recruit students at the South Texas College La Joya Teaching Center.

South Texas College partnered with La Joya ISD to open the South Texas College La Joya Teaching Center in 2010, as a joint effort to provide higher education opportunities to communities in western Hidalgo County. These communities include the cities of Alton, La Joya, Mission, Palmhurst, Peñitas, and Sullivan City.

During Academic Years 2013 – 2015, 1,095 traditional students graduated from these communities. The packet includes a list of the top five awarded associate degrees and the top five awarded certificate degrees during this period. During this period, an average of 5,000 students from these communities attended a South Texas College campus each year.

The packet also includes a chart of enrollment by academic year since the South Texas College La Joya teaching Center opened in 2010, including traditional, dual credit, and early college high school students. The enrollment figures for Academic Year 2015-2016 are through May 2016, and do not include summer enrollment.

After reviewing the history of the teaching center, Dr. Petrosian will describe new initiatives in place to increase traditional enrollment at the South Texas College La Joya Teaching Center. These initiatives include:

- A community survey to ensure that program offerings at the Center meet the needs of students from the communities serve;
- Renovation of facilities at the South Texas College La Joya Teaching Center, located in the second floor of the Jimmy Carter Early College High School (ECHS);
- New signage to be prominently placed on 311 E. Expressway 83, La Joya; and
- Appointment of Dr. Rene Zuniga as the South Texas College La Joya teaching Center Coordinator, and hiring of a part-time staff member to assist with inquiries.

Dr. Petrosian will discuss the development of Fall 2016 course and program offerings and review the marketing plan to help inform members of the western Hidalgo County communities about these opportunities available to them through the South Texas College La Joya Teaching Center. The extensive marketing plan included:

Promotional Activities

- Informational booklet
- Website
- Course listing fliers
- Social media posts
- Press release
- Postcards
- Banners
- Announcements on La Joya ISD TV channel
- Information flier for high school seniors

Outreach Activities

- Open House, May 17th
 - ✧ Radio remote & advertising
 - ✧ Postcards sent to students
 - ✧ Social Media activities for the Open House
- Ad in ***Staying Connected*** Special Edition
- Student Recruitment Letters sent students majoring in the following areas:
 - ✧ Education
 - ✧ Interdisciplinary Studies
 - ✧ Business, Marketing, Human Resources
 - ✧ Criminal Justice

Finally, Dr. Petrosian will discuss the registration round-up and provide a Fall 2016 enrollment update.

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



South Texas College La Joya Teaching Center

Presentation for Education & Workforce Development Committee (EWDC)

Tuesday, July 12, 2016

Presenter:

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs

Outline

- ▶ Background
- ▶ Western Hidalgo Residents
- ▶ Enrollment & Graduation Data
- ▶ South Texas College La Joya Teaching Center Enrollment
- ▶ New Initiatives
- ▶ Fall 2016 Course Offerings
- ▶ Registration Round-Up
- ▶ Enrollment Update

Background

- ▶ The South Texas College La Joya Teaching Center opened in 2010 to provide higher education opportunities to the Western Hidalgo County community .

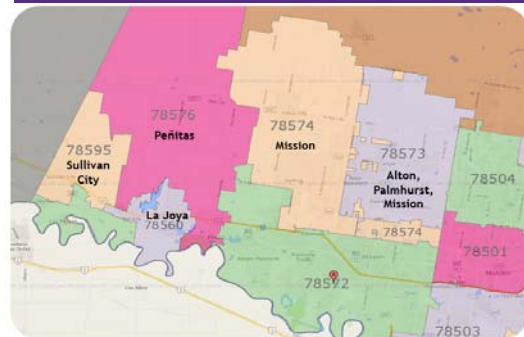


Western Hidalgo Residents

Zip codes

Zip Code	City
78560	La Joya
78573	Alton, Palmhurst, Mission
78574	Mission
78576	Peñitas
78595	Sullivan City

Western Hidalgo Map



Western Hidalgo Residents attending any South Texas College Campus

Enrollment & Graduation 2013-2015

Western Hidalgo Traditional Enrollment and Graduates Academic Year 2013-2015		
Year	Academic Year Enrollment	Graduates
2013	5,179	380
2014	5,028	362
2015	4,793	353
Total	15,000*	1,095

* Duplicated Headcount

Western Hidalgo Residents

Traditional Student Enrollment -

Top 5 Associate & Certificate Graduates by Major 2013-2015

Associate Programs

- ▶ Interdisciplinary Studies
- ▶ Criminal Justice
- ▶ Education
- ▶ Nursing
- ▶ Business Administration

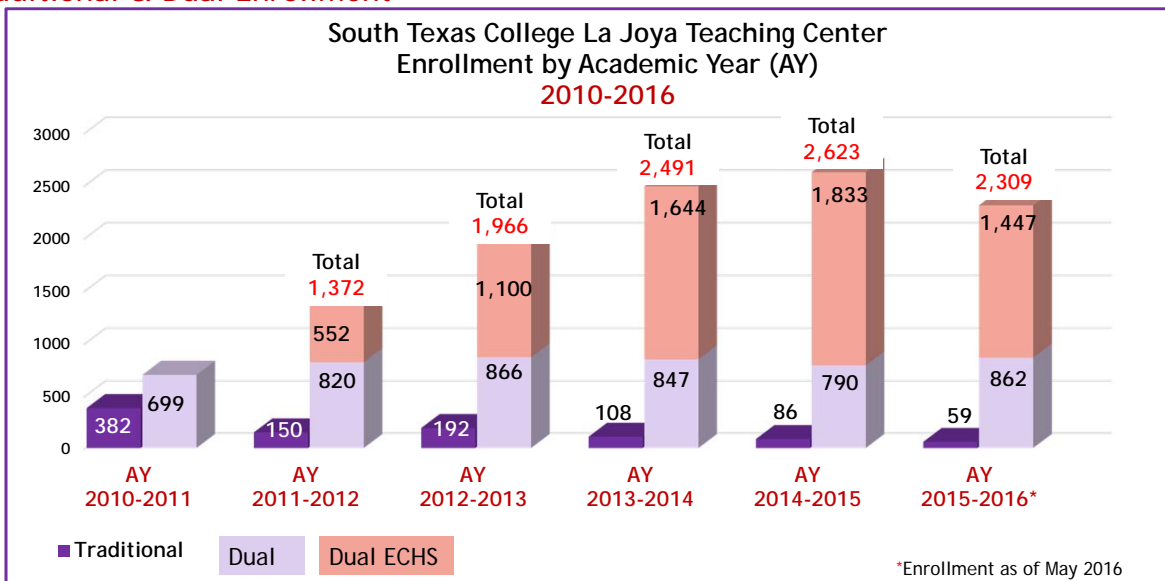
Certificate programs

- ▶ Multimedia Specialist
- ▶ Vocational Nursing
- ▶ Structural Welding
- ▶ Patient Care Assistant
- ▶ Combination Welding

South Texas College La Joya Teaching Center Enrollment

South Texas College La Joya Teaching Center Enrollment Traditional & Dual Enrollment

AY: Fall, Spring, Summer
Enrollment Duplicated



New Initiatives



- Advisory Committee
- Goals & Objectives
- Community Survey
- Facilities Upgrade
- Signage
- Staff

Advisory Committee



South Texas College La Joya Advisory Committee

South Texas College		La Joya ISD	
Dr. Anahid Petrosian	Interim Vice President for Academic Affairs	Dr. Alda Benavides	Superintendent
Dr. Ali Esmaili	Dean for Math, Science and Bachelors Programs	Alfredo Vela	Assistant Superintendent of Administration & Finance
Mario Reyna	Dean of Business & Technology	Eden Ramirez	Director of Public Information
Dr. Rene Zuniga	La Joya Teaching Center Site Coordinator	Sofia Villarreal	Executive Director of Alternative Centers for Education
Wanda Garza	Interim Vice President of Student Affairs & Enrollment Management	Dr. Gisela Saenz	Assistant Superintendent of Curriculum & Instruction
Laura Sanchez	Associate Dean of Institutional Research & Effectiveness	Sylvia Sepulveda	Jimmy Carter ECHS Principal
Wesley Jennings	Quantitative Researcher	Gracie Lopez	Director for College Readiness
Daniel Ramirez	Director of Public Relations	Jovanna Hernandez	Counselor, La Joya ECHS
Miguel Carranza	Associate Dean of Student Financial Services & VA	Blanca E. Cantu	Public Relations & Communications Officer
Ruben Trevino	Director of Career & Technology Education		

Goals and Objectives

New initiatives have been designed to increase traditional enrollment at the South Texas College La Joya Teaching Center.

Goals

- ▶ Increase awareness of course/program offerings at the South Texas College La Joya Teaching Center.
- ▶ Increase traditional enrollment at the South Texas College La Joya Teaching Center to 300 students by Fall 2017.

Target Audience

- ▶ **Primary:** Traditional students straight out of high school
- ▶ **Secondary:** Parents of traditional students & community members

Community Survey

To ensure program offerings meet the needs of the students and the community

- ▶ A survey of the La Joya community is in progress to assess educational needs of the area.
- ▶ A consultant with **Leadership Resource Group (LRG)** is spearheading the La Joya Community Survey and a Focus Group.
- ▶ Emphasis of survey:
 - Businesses and local residents
 - La Joya ISD students' parents
- ▶ Survey will be available in English and Spanish
- ▶ Focus Group will be conducted with local businesses
- ▶ Timeline for completion is December 2016



Facilities Upgrade

- ▶ South Texas College La Joya Teaching Center is located on the second floor of Jimmy Carter ECHS.
- ▶ 18 classrooms and 8 offices are available for students, faculty, and staff.



South Texas College La Joya Teaching Center Signage

- ▶ South Texas College has designed a Monument Sign that will mark the Teaching Center
- ▶ The sign will be placed on 311 E. Expressway 83, La Joya, TX, 78560



Staff

- ▶ To oversee the South Texas College La Joya Teaching Center, the college leadership has assigned **Dr. Rene R. Zúñiga**, as the Center Coordinator and has hired a part-time staff, Ms. **Veronica Ochoa**, to assist with student inquiries.



Dr. Rene R. Zúñiga



Veronica Ochoa

Fall 2016 Course Offerings

Program Offerings
Marketing Plan
Outreach Activities
Enrollment Update



Fall 2016 Course Offerings

- ▶ To develop the Course Offerings for the South Texas College La Joya Teaching Center the following data from 2013-2015 was reviewed.
 - ▶ Western Hidalgo area enrollment, graduation, and course offerings
 - ▶ Selected majors by area residents



Program Offerings for Fall 2016

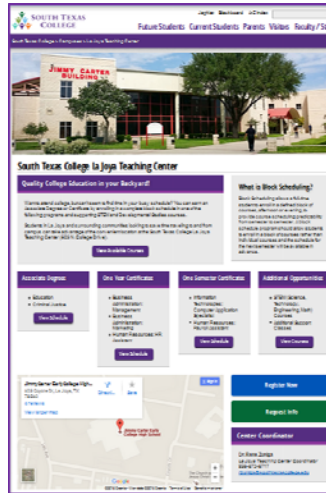
- ▶ **Two Year Associate Degrees:**
 - Education
 - Criminal Justice
- ▶ **One-Year Certificates:**
 - Business Administration (Management & Marketing)
 - Human Resources (Human Resources Assistant)
- ▶ **One-Semester Certificate:**
 - Information Technologies (Computer Application Specialist)
 - Human Resources (Payroll Assistant)

Marketing Plan

Promotional Activities

- ▶ Informational booklet
- ▶ Website
- ▶ Course listing fliers
- ▶ Social media posts
- ▶ Press release
- ▶ Postcards
- ▶ Banners
- ▶ Announcements on La Joya ISD TV channel
- ▶ Information flier for high school seniors

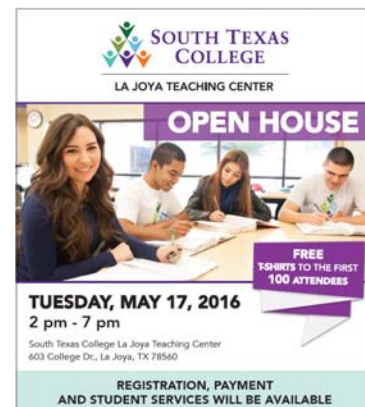
<http://campuses.southtexascollege.edu/lajoya/>



Marketing Plan

Outreach Activities

- ▶ Open House, May 17th
 - ▶ Radio remote & advertising
 - ▶ Postcards sent to students
 - ▶ Social Media activities for the Open House
- ▶ Ad in *Staying Connected* Special Edition
- ▶ Student Recruitment Letters sent students majoring in the following areas:
 - ▶ Education
 - ▶ Interdisciplinary Studies
 - ▶ Business, Marketing, Human Resources
 - ▶ Criminal Justice



Open House

- ▶ Jimmy Carter Early College
 - ▶ May 17, 2016, 2:00 - 7:00 p.m.
 - ▶ 45 attendees



Outreach Activities

La Joya High School - **Senior Recruitment**

School	Dates
Palmview High School	April 26 & May 18, 2016
Juarez-Lincoln High School	May 10 & 18, 2016
La Joya High School	May 11 & 13, 2016



Outreach Activities

Community Events



La Joya ISD Community Night



Proyecto Desarrollo Humano, Peñitas Community Center



La Joya ISD El Dia del Niño Parade



La Joya ISD, Parents as Partners event

Next: Registration Round-Up

- ▶ Tuesday, July 26, 2016 from 2:00 - 7:00 p.m.
- ▶ South Texas College La Joya Teaching Center, Jimmy Carter Building



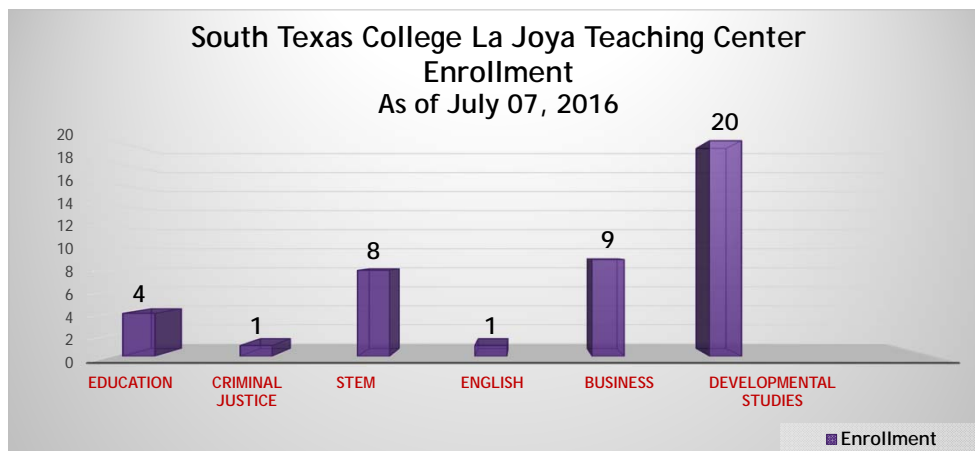
YOUR FUTURE IN THE MAKING.

Classes start
August 29

[CLICK NOW.
BE MORE.](#)

Enrollment Update

Fall 2016



Total: 43 students



**SOUTH TEXAS
COLLEGE**

**Thank you
for your support!**

Review and Recommend Action on FY 2016 - 2017 Committee Meeting Schedule

The Education and Workforce Development Committee is asked to review the following schedule and recommend amendment or approval as appropriate. The Board will be asked to review and take action on a calendar of Committee and Board Meetings for FY 2016 - 2017 at the July 26, 2016 Regular Board Meeting.

The proposed meeting schedule for the Education and Workforce Innovation Committee is as follows:

<u>Weekday</u>	<u>Date</u>	<u>Meeting Time</u>
Tuesday	September 13, 2016	3:00 p.m.
Tuesday	October 11, 2016	3:00 p.m.
Tuesday	November 8, 2016	3:00 p.m.
Tuesday	December 6, 2016	3:00 p.m.
Tuesday	January 17, 2017	3:00 p.m.
Tuesday	February 14, 2017	3:00 p.m.
Tuesday	March 7, 2017	3:00 p.m.
Tuesday	April 11, 2017	3:00 p.m.
Tuesday	May 9, 2017	3:00 p.m.
Tuesday	June 13, 2017	3:00 p.m.
Tuesday	July 11, 2017	3:00 p.m.
Tuesday	August 8, 2017	3:00 p.m.
Tuesday	September 12, 2017	3:00 p.m.

Education and Workforce Development Committee Meetings are generally scheduled for the second Tuesday of each month, and are proposed for a new starting time of 3:00 p.m. unless scheduling conflicts require a schedule adjustment.

The draft schedule includes such adjustments around scheduling conflicts as follows:
Tuesday, December 6, 2016 – scheduled one week early to accommodate Winter Break
Tuesday, January 17, 2017 – scheduled one week late to accommodate Winter Break
Tuesday, March 7, 2017 – scheduled one week early to accommodate Spring Break

A full calendar view of the proposed Committee and Board meeting schedule follows in the packet for the Committee's information.

The Education and Workforce Development Committee is asked to recommend Board action as necessary regarding the proposed Committee meeting schedule so that all Board members may enter the dates on their planning calendars.



Board Meeting Committee Meeting Calendar FY 2016 - 2017

September 2016						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2017						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017						
S	M	T	W	TH	F	S
			2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2017						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017						
S	M	T	W	TH	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2017						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- Regular Board Meeting
- Graduation Ceremonies
- Holiday/Professional Dev. Day, College Closed

- Committee Meetings -
 - Education & Workforce Development
 - Facilities
 - Finance, Audit, & Human Resources

- * Education & Workforce Development Committee: 2nd Tuesday of the month, 3:00 p.m.
- * Facilities Committee: 2nd Tuesday of the month, 4:00 p.m.
- * Finance, Audit, & Human Resources Committee: 2nd Tuesday of the month, 5:30 p.m.
- * Board Meetings: 4th Tuesday of the month, 5:30 p.m.

Board Approved: Pending

Revised: 7/8/2016