# South Texas College Board of Trustees Education and Workforce Development Committee Ann Richards Administration Building, Board Room Pecan Campus Thursday, June 12, 2014 @ 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 May 8, 2014 Committee Meeting 1 – 5
II.	Presentation on Drama Program
.	Presentation on Career and Employer Services 17 – 28
IV.	Presentation on the Texas Higher Education Coordinating Board Grant to Establish Career and Technical Education Early College High Schools with Mission CISD and Weslaco ISD

Education and Workforce Development Motions June 12, 2014 @ 3:30 p.m. Page 1, Revised 06/06/2014 @ 4:40 PM

# Approval of Minutes for May 8, 2014 Committee Meeting

The Minutes for the Education and Workforce Development Committee meeting of May 8, 2014 are presented for Committee approval.

Education and Workforce Development Minutes May 8, 2014 @ 3:30 p.m. Page 1, Revised 05/15/2014 @ 11:20 AM

# South Texas College Board of Trustees Education and Workforce Development Committee Ann Richards Administration Building, Board Room Pecan Campus Thursday, May 8, 2014 @ 3:30 p.m. McAllen, Texas

# **MINUTES**

The Education and Workforce Innovation Committee Meeting was held on Thursday, May 8, 2014 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:35 p.m. with Dr. Alejo Salinas, Jr. presiding.

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

Other Trustees present: None

Members absent: None

Also present: Dr. Shirley A. Reed, Dr. Anahid Petrosian, Ms. Laura Talbot, Mr. Mario Reyna, Mr. Francisco De Jesus Gomez, Mr. Carlos Margo, Dr. Ety Bischoff, Dr. Rosalinda Cantu, Mr. Joel Jason Rodriguez, and Mr. Andrew Fish

# Approval of Minutes for March 3, 2014 Committee Meeting

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Graciela Farias, the Minutes for the Education and Workforce Development Committee meeting of March 3, 2014 were approved as written. The motion carried.

# Review and Recommend Action on Proposed New One Semester Certificate Programs:

- 1. Employee and Labor Relations Assistant,
- 2. Recruiter Assistant, and
- 3. Payroll Assistant

The Education and Workforce Development Committee was asked to recommend Board approval of the proposed new one semester Certificate Programs for Employee

2

Education and Workforce Development Minutes May 8, 2014 @ 3:30 p.m. Page 2, Revised 05/15/2014 @ 11:20 AM

and Labor Relations Assistant, Recruiter Assistant, and Payroll Assistant for Board approval.

These proposed certificates were described as:

- Employee and Labor Relations Assistant One Semester Certificate Students would learn:
  - Employee and labor relations practices,
  - o Conflict resolution and mediation, and
  - Grievance procedures.
- Recruiter Assistant One Semester Certificate
   Students would learn:
  - Recruiting practices,
  - Attainment of most-qualified employees, and
  - Skills for interviewing and worker placement.
- Payroll Assistant One Semester Certificate Students would learn:
  - o Benefits and compensation practices and laws,
  - Software for time and payroll record keeping and reporting, and
  - Computation of wages and deductions and preparation of paychecks.

These certificate programs would provide students with the knowledge and skills necessary for employment in a human resources office. Each of these three certificate programs would allow students to transfer credits to the Human Resources Assistant Certificate (1 Year Certificate) and the Associate of Applied Science degree in the Human Resources Specialist program.

The Committee packet also contained:

- The Program Summary, including the objectives, curriculum, program demand to meet occupational need, expected enrollment;
- The proposed curriculum for each one-semester Certificate program; and
- A summary the evaluation processes for new and ongoing programs.

Dr. Anahid Petrosian, Vice President for Academic Affairs and Laura Talbot, Director of Curriculum and Student Learning, reviewed the proposed Certificate programs with the Committee. They were joined by Mr. Frank Gomez, HR Specialist Instructor, in responding to questions about the job prospects and specific skill sets of students earning these credentials.

Upon a motion by Mr. Gary Gurwitz and a second by Mrs. Graciela Farias, the Education and Workforce Development Committee recommended Board approval of the proposed new one semester Certificate Programs for Employee and Labor Relations Assistant, Recruiter Assistant, and Payroll Assistant for Board approval as presented. The motion carried.

3

# Update on the Institute for Advanced Manufacturing

The Institute for Advanced Manufacturing (IAM) is an affiliate of the North American Advanced Manufacturing Research and Education Initiative (NAAMREI), both headquartered at South Texas College.

The goal of the IAM is to develop and deliver training to local manufacturers and workforce to keep the manufacturing base and workforce skills in the Rio Grande Valley competitive in the global market.

From 2007 – 2014, the IAM provided 715,975 hours of training to 15,697 students. In that same time, IAM worked with local employers and the Texas Workforce Commission to provide \$6,230,962 in Skill Development Fund grants toward training for 4,710 local jobs.

The Skill Development Fund (SDF) Projects for 2014 included proposals for:

- SDF 20 \$225,000 in grant funding to provide training from May 2014 May 2015 to 280 employees of a consortium of four McAllen-based companies.
- SDF 21 \$265,000 in grant funding to provide training from August 2014 August 2015 to 300 employees of five companies in McAllen and Weslaco.

Overall, the North American Advanced Manufacturing Research and Education Initiative (NAAMREI) and Institute for Advanced Manufacturing (IAM) brought in almost \$16,000,000 in grant awards since their founding in 2007.

Most recently, the Wagner-Peyser Grant was awarded to NAAMREI and STC. This \$500,000 grant from the Office of Texas Governor Rick Perry would support training of 675 workers in the areas of robotics, mechatronics, programmable logic controllers, and other advanced topics.

IAM was actively engaged in adopting nationally recognized credentials and certifications as part of its offerings to local industry. IAM was working with Festo, a world leader in automation technology and industrial training. Through IAM, STC was preparing to become the first FESTO Certified Training Center in the U.S.

IAM was dedicated to its mission of working with local employers to keep their workforce trained, to keep their companies innovating and investing in the region, and keeping the Rio Grande Valley an attractive prospect for new manufacturing development.

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

4

Education and Workforce Development Minutes May 8, 2014 @ 3:30 p.m. Page 4, Revised 05/15/2014 @ 11:20 AM

# Update on South Texas College's Drama Program

Dr. Anahid Petrosian, Vice President for Academic Affairs, periodically coordinated with administration, faculty, and staff provide a review of highlights within the Division of Academic Affairs. This review was to keep the Education and Workforce Development Committee informed of recent, current, and future programs of note within the Division of Academic Affairs.

Dr. Ety Bischoff, Dean of Liberal Arts and Social Sciences, attended the May 8, 2014 Education and Workforce Development Committee meeting to introduce Mr. Joel Jason Rodriguez, Drama Instructor. Mr. Rodriguez was scheduled to provide an update on the Drama Program at South Texas College.

Due to longer than expected discussion during the preceding items, there was not enough time remaining in the Education and Workforce Development Committee meeting to include the update on STC's Drama Program as scheduled. Dr. Petrosian, Dr. Bischoff, and Mr. Rodriguez were invited to return in June 2014 to update the Committee at that time.

# Adjournment

There being no further business to discuss, the Education Workforce Innovation 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 May 8, 2014 Education and Workforce Innovation Committee of the South Texas College Board of Trustees.

5

Dr. Alejo Salinas, Jr. Chair

# Update on South Texas College's Drama Program

Dr. Ety Bischoff, Dean of Liberal Arts and Social Sciences, will introduce Mr. Joel Jason Rodriguez, Drama Instructor. Mr. Rodriguez will provide an update on the Drama Program at South Texas College.

This update will cover the highlights of the Fall 2013 and Spring 2014 semesters and an overview of upcoming initiatives to further increase South Texas College's opportunities for students and their impact on the region.

During the past year, the Drama Department has hosted the following productions:

- Philip Grecian's adaptation of Mary Wollstencraft Shelly's *Frankenstein* October 17-20, 2013
- Yadira De La Riva's One Journey: Stitching Stories Across The Mexican "American" Border October 22, 2013
- One Journey Workshop
   October 23, 2013
- Daddy's Dyin', Who's Got the Will November 21-24, 2013
- Milcha Sanchez-Scott's *Roosters* February 27 – March 2, 2014

### Roosters Community Events, with Playwright Milcha Sanchez-Scott:

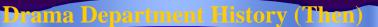
- Workshop with STC's Creative Writing Students Led By Milcha Sanchez-Scott (Feb 5, 2014)
- Visit McAllen ISD's Lamar Academy (Feb 6, 2014)
- Conversations with Milcha Sanchez-Scott and Alvaro Rodriguez (Feb 18, 2014)
- o Festiva Cover Story (Feb 28, 2014)
- William Shakespeare's A Midsummer Night's Dream May 1-4, 2014

Mr. Rodriguez will be joined by Dr. Rosalinda Cantu, Department Chair for Speech and Drama, and Dr. Bischoff to respond to questions from the Committee.

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





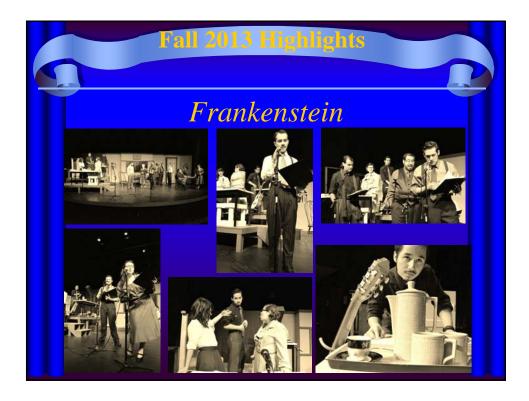


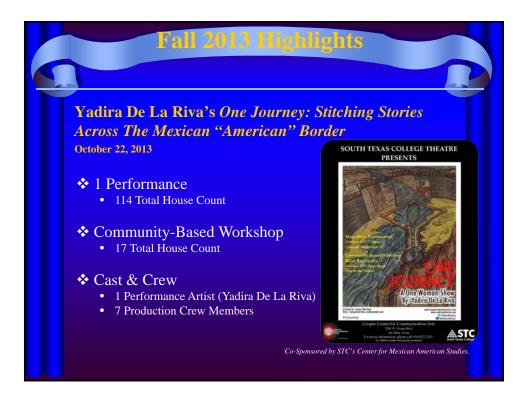
- The Drama Program was established in 2008 by Dr. Jack Carroll.
- 5 Drama Course Sections per semester
- Majors
  - 2008 None
  - 2009 3 Drama Majors
- 1 Full Time Drama Instructor
- 4 Adjunct (1 was DE Adjunct)
- 1 staged production per semester





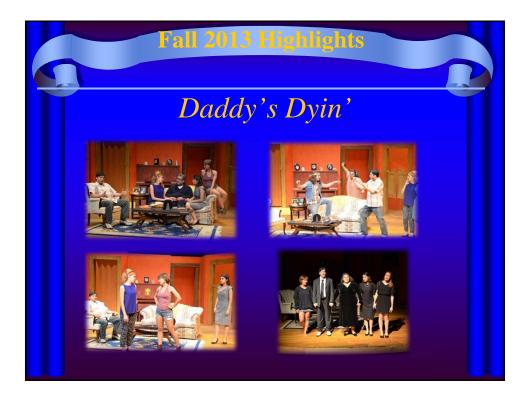














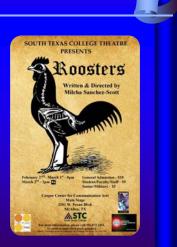
# Spring 2014 Highlights

### Milcha Sanchez-Scott's Roosters February 27 – March 2, 2014

South Texas College Theatre and the McAllen Arts Council is honored to have playwright Milcha Sanchez-Seott direct her most well-known play *Roosters*, one of the most significant pieces of literary work in Latino Literature/Theatre.

Facts about *Roosters* Production:

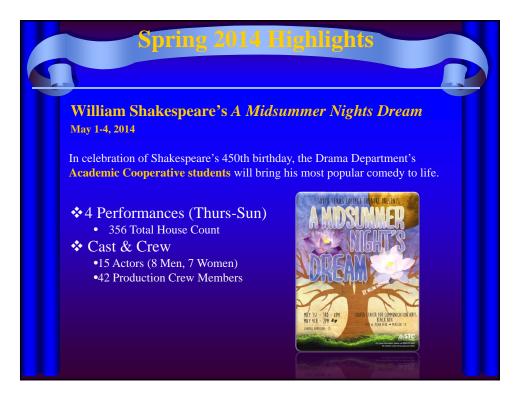
- Milcha Sanchez-Scott is the **Drama Program's** Artist in Residence.
- This is South Texas College Theatre's **2nd grant** from the **McAllen Arts Council**.

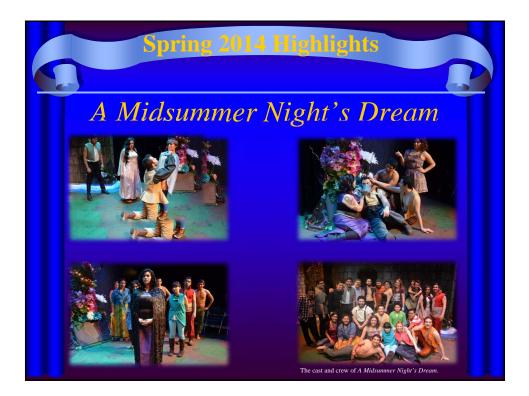


Co-Sponsored by the McAllen Arts Council, STC's Center for Mexican American Studies and the English Department.



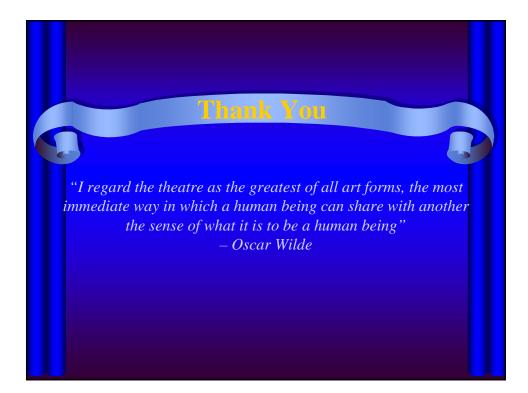












# Presentation on Career and Employer Services

Ms. Celinda Palacios, Director of Career and Employer Services, will provide a presentation on Career and Employer Services at South Texas College.

Through a robust website, career expos, workshops, and other events, the department has provided services to help South Texas College graduates and alumni start their careers as well as services to employers needing to hire talented and competent employees.

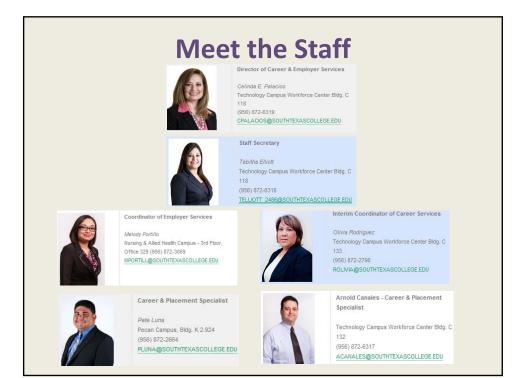
Ms. Palacios will review the services that the College provides to students, including career planning, assistance with resumes and preparation for interviews, and direct connection with hiring employers.

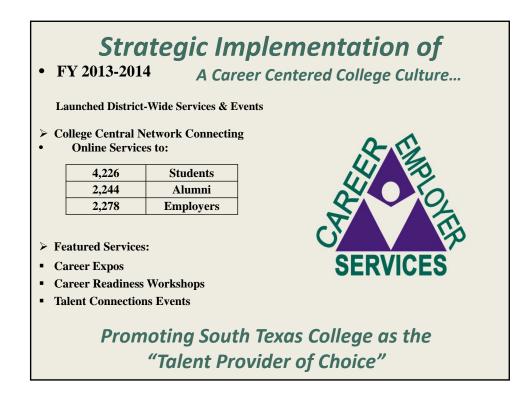
The *Backpack to Briefcase* program is offered district wide, and helps students make the transition from academia to the professional world.

The presentation will then switch focus to showcase the tools South Texas College provides to employers, who can use the College's website to make connections with the graduates who are now eager to start working. Ms. Palacios will provide a guided tour of the web interface as seen by interested employers, and will also demonstrate how this powerful tool gives the College the ability to track local employment and job market trends and compare them to national data.

This presentation is for the Committee's information and feedback to staff, and no action is requested at this time.







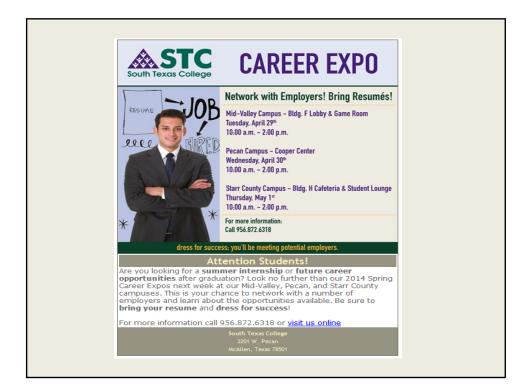
Career Services	
<ul> <li>Career Planning</li> <li>Online Job Board</li> <li>Online Resume Building</li> <li>Online Career Library</li> <li>Mock Interviews</li> <li>Employer Services &amp; Direct Referrals</li> <li>Career &amp; Employer Related Workshops</li> <li>Labor Market Information</li> <li>Downloadable Career &amp; Job Search Podcasts</li> <li>Career Videos Library</li> <li>Career Calendar of Events</li> </ul>	

# **Employer Services**

- District Wide (OCR) On Campus Recruitment
- Online Job positing (part-time, fulltime, internship, community service, volunteer)
- Online resume search
- Capacity to view resumes online
- Hiring Events & Career Expos
- On Campus & Classroom Presentations
- Talent Connection Guest Speaker
- Interview scheduling
- Events Calendar









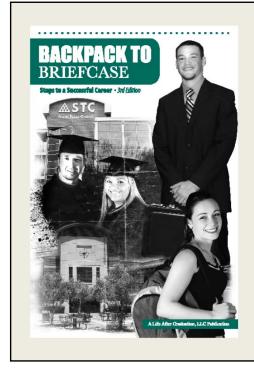












## District Wide Program-Backpack to Briefcase

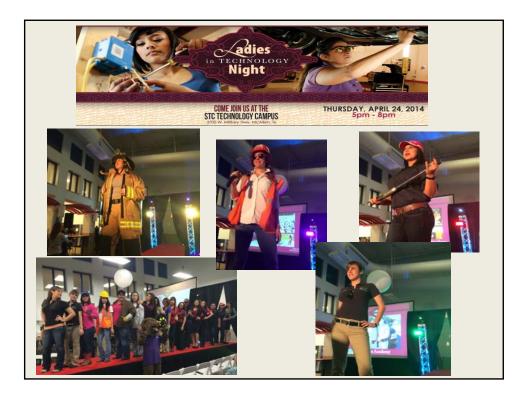
The "Backpack to Briefcase" program guides students transitioning from campus life to the world of work, while educating them on a skill set necessary beyond graduation. It focuses on topics such as:

- Essentials of Professional Image
- Etiquette in the Workplace
- Workplace Challenges & Situations
- Making Cents of your Paycheck & Benefits
- Teamwork, Healthy Work Environments & Staying Competitive in the Workplace

Upon completion of the program students will receive a Backpack to Briefcase book to serve as a resource in their future employment endeavors.

We are excited to continue preparing our students as they enter the career of their choice.















Education and Workforce Development Motions June 12, 2014 @ 3:30 p.m. Page 4, Revised 06/06/2014 @ 4:40 PM

# Presentation on the Texas Higher Education Coordinating Board Grant to Establish Career and Technical Education Early College High Schools with Mission CISD and Weslaco ISD

On May 27, 2014 the South Texas College Board of Trustees approved the "School to Career Early College High School" grant from the Texas Higher Education Coordinating Board

### School to Career Early College High School Grant Timeline

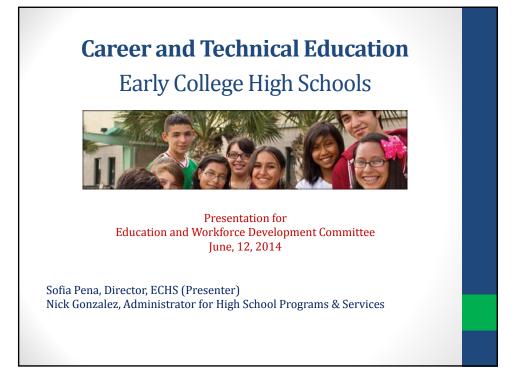
- February 2014 THECB issued a call for grant applications
- March 2014 South Texas College applied for grant funding for Career and Technical Education Early College High Schools (CTE-ECHS)
- May 2014 THECB approved FIVE CTE-ECHS programs statewide, including TWO with South Texas College and its partnerships with Mission CISD and Weslaco ISD

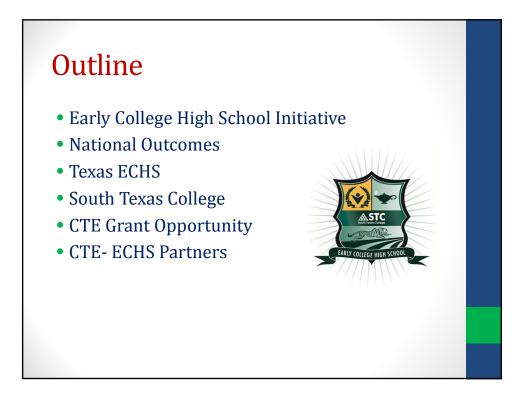
This grant will go to support the development of two new Early College High Schools in partnership with Mission CISD and Weslaco ISD. At each of these ECHS campuses, students will have the opportunity to earn an Associate of Applied Science degree in the high demand, high skill fields of Diesel Mechanics, Precision Manufacturing Technology, or Welding.

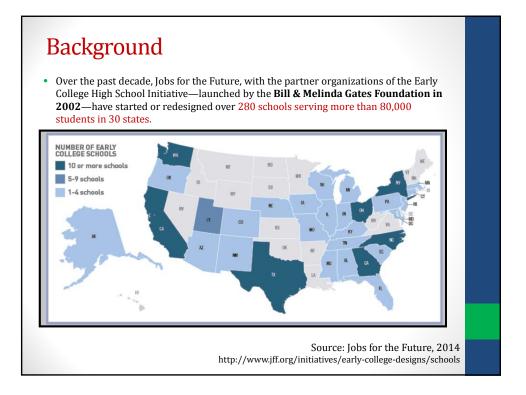
South Texas College will disburse \$600,900 in grant funds to the partner school districts. Each school district will use this funding for instruction and staffing, and the College will provide 50% funding to hire a CTE Coordinator for these programs. The school districts will bear the responsibility for any costs beyond those provided for through grant disbursement, and will also be required to maintain these ECHS programs beyond the grant period.

These new CTE focused Early College High Schools will help the school districts meet their HB5 CTE pathway requirement that encourages students on a CTE pathway to enroll in dual credit courses that "lead to a degree, license, or certification." They are expected to serve as flagship programs for the concept of Career and Technical Education Early College High Schools, which could revolutionize the public approach to workforce training and opportunities to high school students.

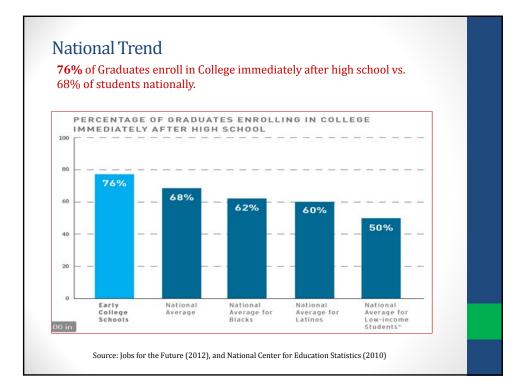
This item is for the Committee's review and feedback to staff only, and no action is requested.

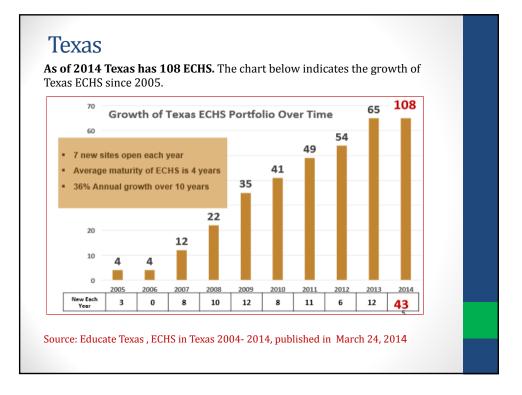


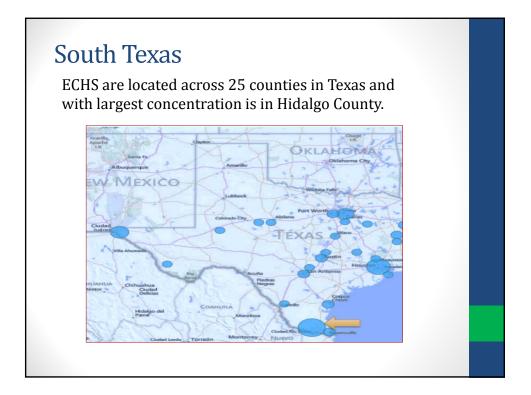




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# South Texas College

South Texas College partners with 26 Early College High Schools. The chart below indicates the year that different models of ECHS were adopted.

Year	ECHS – Model
2006	School within School
2007	On a College Campus
2008	T- STEM
2010	Stand Alone
2012	Entire School
2014	CTE Early College High School

# **ECHS** Partnerships

- Progreso ECHS
- McAllen Achieve
- Mercedes
- PSJA North
- PSJA Thomas Jefferson T-STEM
- PSJA Southwest
- PSJA Memorial
- PSJA –High
- PSJA-Sotomayor
- La Joya High
- La Joya –Thelma Salinas STEM
- Edinburg Collegiate
- Edinburg Economedes
- Edinburg North
- Edinburg Robert Vela
- Mission Collegiate
- Rio Grande City ECHS

- Sharyland ECHS
- La Villa ECHS
- Edcouch-Elsa ECHS
- Monte Alto
- La Joya Jimmy Carter
- Valley View
- Hidalgo
- Mission CTE ECHS
- Weslaco CTE ECHS



# **Grant Opportunity**

- Texas Higher Education Coordinating Board (THECB) issued a call for grant applications for **CTE - ECHS schools** in **late February** with submittal deadline of March 21.
- Late in May 2014, THECB approved 5 CTE– ECHS throughout Texas.
- South Texas College was approved to partner with **two ISDs (Mission and Weslaco) to create CTE-ECHS.**

