

# Board of Trustees

## Education and Workforce Development Committee Meeting

Tuesday, December 06, 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, December 6, 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.”

- I. Approval of Minutes for Tuesday, November 8, 2016 Committee Meetings ..... 1 – 3
- II. Report on Veteran Student Services at South Texas College .....4 - 16
- III. Review and Recommend Action on Revised Policy #3320: *Scholastic Academic Progress Standards* ..... 17 - 21
- IV. Review and Recommend Action on Proposed Revisions to Policy #3232: *Dual Credit Student Eligibility Requirements* .....22 - 23

## **Approval of Minutes for Tuesday, November 8, 2016 Committee Meetings**

The Minutes for the Education and Workforce Development Committee meetings of Tuesday, November 8, 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, November 8, 2016 @ 2:45 p.m.**

**MINUTES**

The Education and Workforce Development Committee Meeting was held on Tuesday, November 8, 2016 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 2:48 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: Mr. Jesse Villarreal

Also present: Dr. Shirley A. Reed, Dr. Erasmus Addae, Mrs. Darci Cather, Dr. Ali Esmaeili, Dr. Murad Odeh, Ms. April Castaneda, Ms. Yvette Gonzalez, Ms. Tammy Tijerina, and Mr. Andrew Fish

**Approval of Minutes for Tuesday, October 11, 2016 Committee Meetings**

Upon a motion by Dr. Alejo Salinas, Jr. and a second by Mrs. Graciela Farias, the Minutes for the Education and Workforce Development Committee meetings of Tuesday, October 11, 2016 were approved as written. The motion carried.

**Presentation on South Texas College Online Programs**

Dr. Erasmus Addae, Dean of Distance Learning, and Mrs. Darci Cather, Assistant Professor of English, presented on South Texas College Online Programs.

Dr. Addae last presented on the South Texas College Online Programs to the Education and Workforce Development Committee on February 16, 2016. At that meeting, Dr. Addae provided a background on the history of distance education at South Texas College, and the development and marketing of new programs and student services offered online in recent years.

Dr. Addae returned to present the learning data as of Fall 2015, which included 5,925 students, taking 526 course sections within 32 online programs.

The Committee reviewed the course development process and course design requirements used by South Texas College Online faculty, which included strong collaboration between traditional faculty and specialized Instructional Designers to ensure that online courses meet traditional standards and are delivered effectively online.

Dr. Addae then reviewed student success and completion metrics and overall South Texas College Online Program statistics, and discussed the training for all faculty teaching online, and the support services provided to help students succeed in their online programs.

Mrs. Cather then provided the Committee with a demonstration illustrating how online courses function for students at South Texas College. South Texas College Online includes comprehensive programs designed to help students meet their academic and workforce goals. Mrs. Cather was currently teaching an English 1302 course for online students, and demonstrated the resources available to students for their successful completion of this course.

This demonstration provided an overview of the resources provided to help student connect, learn, and succeed online at South Texas College.

The Committee requested additional information and analysis comparing online students to traditional students, as well as the development and reporting of an accountability model for South Texas College Online. This would be developed and presented to the Committee at a later date.

No action was 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 3:49 p.m.

I certify that the foregoing are the true and correct Minutes of the November 8, 2016 Education and Workforce Development Committee of the South Texas College Board of Trustees.

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Mrs. Graciela Farias  
Presiding

## **Report on Veteran Student Services at South Texas College**

Mr. Mike Carranza, Interim Dean of Enrollment Services, will present on South Texas College Veterans Affairs.

The College is proud of its designation as a Military Friendly School. This designation was earned in recognition of the programs that South Texas College has developed to serve veterans pursuing higher education and workforce training at South Texas College.

Mr. Carranza will review the services offered specifically for veterans, including specialized services with:

- financial aid,
- VA benefits,
- student support services,
- peer-to-peer support groups,
- tutoring services,
- career services,
- counseling services, and
- academic advising.

Mr. Carranza will discuss the impact that these services has had in helping veterans transition into successful student careers at South Texas College.

Mr. Carranza will also discuss ongoing efforts to fund further opportunities to support the veterans even further, including a recent grant award by Home Depot, and engagement of the community at large, at each campus, in helping our veterans become Jaguars.

# South Texas College Veterans Affairs



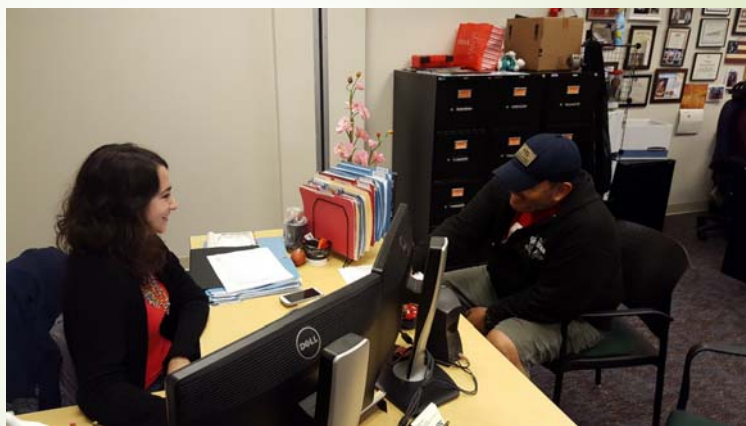
Recognized as a Military Friendly School



## Services Offered

- ▶ Financial Aid
- ▶ Veteran Benefits
- ▶ Veteran Support Services
- ▶ Student Vet Groups (Peer-to-Peer)
- ▶ Tutorial (Fox Hole)
- ▶ Career Services
- ▶ Counseling Services
- ▶ Academic Advising

## Financial Aid





## Veterans Benefits



## Veteran Support Services



## Veteran Support Services (cont.)



## Peer-to Peer



## Tutoring Services (Fox Hole)



## Veteran Services (External Support)



## Grant Opportunities (Home Depot \$10,000)



[https://youtube.com/watch?v=kGgZfi\\_LT6M](https://youtube.com/watch?v=kGgZfi_LT6M)

## South Texas College Veterans Affairs Grant Video



## Fundraising



## Career Opportunities



## Community Support



## Student Engagement



## Student Engagement (cont.)



## Pecan Campus



## Mid-Valley Campus



## Technology Campus





## Nursing Allied Health Campus



## Starr Campus



➤ "I am a Jaguar"



➤ Ultimate Goal



## **Review and Recommend Action on Revised Policy #3320: *Scholastic Academic Progress Standards***

Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will review the proposed revised Policy #3320: *Scholastic Academic Progress Standards*.

The proposed revision is necessary to rename the policy *Academic Progress Standards* and to replace references to “scholastic progress standards” with “academic progress standards” throughout the policy.

The purpose of the policy is to define semester and cumulative GPA calculation and the Academic Progress Standards based on a student’s semester and cumulative GPA.

A revision was proposed to the Education and Workforce Development Committee on September 13, 2016, and the Committee expressed some concerns over the designations related to academic probation, and the fact that academic probation only serves to give a student corrective feedback once grades for a semester are posted, rather than during the semester when constructive feedback could help a student complete the course successfully. Administration indicated that these academic progress standards call for intervention and there are student support services in place to help provide such real-time feedback.

Additionally, the Committee noted that the calculation of a cumulative GPA specifically included developmental education courses, and asked whether this was appropriate.

Administration has since researched the concern and has confirmed the cumulative GPA calculation is simply a mathematical calculation of courses attempted and completed, with points awarded for each grade. This calculation is consistent with standards required by federal requirements for Pell Grant awards and other reporting requirements that include developmental education courses in GPA calculations.

Administration has taken the Committee’s feedback into consideration, and has rewritten Policy #3320: *Scholastic Academic Progress Standards*.

Because the proposed revisions are quite substantial, the proposed version is provided for the *Committee’s review as a clean copy, and the current policy to be deleted is presented for reference.*

It is requested that the Education and Workforce Development Committee recommend for Board approval of the revision of Policy #3320: *Scholastic Progress Standards*, including renaming the policy *Academic Progress Standards*, as proposed and which supersedes any previously adopted Board policy.

## MANUAL OF POLICY

<b>Title</b>	<b>Scholastic Academic Progress Standards</b>	<b>3320</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 1 of 2</b>
<b>Date Approved by Board</b>	<b>Board Minute Order dated November 9, 1995</b> <b>As Amended by Board Minute Order dated January 16, 2003</b> <b>As Amended by Board Minute Order dated June 24, 2004</b> <b>As Amended by Board Minute Order dated May 17, 2007</b> <b>As Amended by Board Minute Order dated December, 13th 2016</b>	

Students are expected to meet academic standards for coursework completed at South Texas College. Students with a cumulative grade point average below 2.00 (C average) will be placed on academic probation, continued academic probation or academic suspension as appropriate.

### Semester and Cumulative GPA Calculation

All grade points earned by a student, including developmental courses and the College Success course, will be included in the computation of the semester grade point average and cumulative grade point average. In the case of a repeated course, the last grade recorded will be used in the computation.

The academic progress standards for students attending the College are as follows:

#### Level of Academic Status GPA Criteria

Good Standing	Cumulative GPA is 2.00 or above
Academic Probation	Cumulative GPA has dropped below 2.00
Continued Academic Probation	Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00, but current semester GPA is 2.00 or above
Academic Suspension	Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00 and current semester GPA is below 2.00

### Academic Probation

Academic Probation is a system of monitoring student grades in all South Texas College courses in order to identify students who are experiencing difficulty in making satisfactory progress. Academic Probation occurs at the end of any semester when a student's cumulative GPA drops below 2.00.

### Continued Academic Probation

Continued Academic Probation is a system of monitoring student grades in all South Texas College courses for students placed on Academic Probation in order to identify students who continue to experience difficulty in making satisfactory progress. Continued Academic Probation occurs at the end of the semester following Academic Probation when a student's cumulative GPA remains below 2.00.

### Academic Suspension

Academic Suspension is a system of forced interruption in attendance at the College in those instances where a student is unable to maintain satisfactory academic progress. Academic Suspension occurs when the student who has previously been on Academic Probation or Continued

## MANUAL OF POLICY

<b>Title</b>	<b>Scholastic <i>Academic</i> Progress Standards</b>	<b>3320</b>
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Academic Probation and cumulative GPA is below 2.00 and current semester GPA is below 2.00. Academic suspension may last for one regular fall or spring semester. Students placed on academic suspension may enroll for summer sessions for the purpose of raising their cumulative GPA to the level required for good standing.

### **Readmission after a Period of Suspension**

After a period of Academic Suspension, a student may be readmitted on academic probation. Before readmission under probationary status, the suspended student must report to Counseling and Student Disability Services for an academic counseling session to develop an Academic Improvement Plan.

Students on Academic Suspension who raise their cumulative GPA to 2.00 or higher can be reinstated in good standing following application to the Office of Admissions and Records. Removal from suspension can be most effectively accomplished by re-enrolling for courses in which the student has a failing grade.

If a student who has been suspended feels that unusual circumstances warrant a review, the student may provide a written appeal to the Academic Appeals Committee in care of the Counseling and Student Disability Services.

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In an effort to promote student success, South Texas College has established categories of students based on the student’s scholastic progress.

Students are expected to meet academic standards for coursework completed at South Texas College. Students who fail to maintain a cumulative grade point average of 2.00 (C average) are considered scholastically deficient and will be placed on early academic alert, mandatory intervention or academic suspension as appropriate. All grade points earned by a student will be included in the computation of the current semester grade point average. All grade points earned by a student, including developmental courses and the College Success course, will be included in the computation of the cumulative grade point average. In the case of a repeated course, the last grade recorded will be used in the computation.

The scholastic progress standards for students attending the College are as follows:

<u>Level of Academic Status</u>	<u>GPA Criteria</u>
Good Standing	Cumulative GPA is 2.00 or above
Early Academic Alert	Cumulative or current semester GPA, including developmental coursework, below 2.00.
Mandatory Intervention	Previously on Early Academic Alert and current semester GPA is below 2.00.
Academic Suspension	Previously on Mandatory Intervention and current semester GPA is below 2.00.

Good Standing, Early Academic Alert, Mandatory Intervention, and Academic Suspension will be determined each regular (Fall or Spring) semester on the basis of the student's current semester grade point average, including developmental studies and College Success coursework. Academic suspension may last for one regular fall or spring semester. Students placed on academic suspension may enroll for summer sessions for the purpose of raising their cumulative GPA to the level required for good standing.

**Early Academic Alert**

Early Academic Alert is a system of monitoring student grades in all South Texas College courses in order to identify those who are experiencing difficulty in making satisfactory progress.

Early Academic Alert occurs at the end of any semester when a student's current semester GPA drops below 2.00.

Mandatory Intervention is a system of monitoring student grades in all South Texas College for students placed on Early Academic Alert in order to identify those who continue to experience difficulty in making

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satisfactory progress. Mandatory Intervention occurs at the end of the semester following Early Academic Alert when a student's current semester GPA remains below 2.00.

### Academic Suspension

Academic Suspension is a system of forced interruption in attendance at the College in those instances where a student is unable to maintain satisfactory academic progress. Academic Suspension occurs when the student who has previously been on Mandatory Intervention fails to earn a 2.00 in the current semester.

### Readmission After A Period of Suspension

After a period of scholastic suspension, a student may be readmitted on academic probation. Before readmission under probationary status, the suspended student must report to Office of Counseling and Advising for an academic counseling interview.

A student on academic suspension who raises their cumulative GPA to 2.00 or higher can be reinstated in good standing following application to the Office of Admissions and Records. Removal from suspension can be most effectively accomplished by re-enrolling for courses in which the student has a failing grade.

If a student who has been suspended feels that unusual circumstances warrant a review, the student may provide a written appeal to the Scholastic Appeals Committee in care of the Counseling and Advisement Center.

All students are responsible for knowing whether they are eligible to continue at the College. An ineligible student who nevertheless registers shall be dropped and cannot attend classes. Students shall not receive special consideration for lack of knowledge of scholastic status, regardless of whether the student registered and paid fees.

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

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, and Mr. Matthew Hebbard, Vice President for Student Affairs and Enrollment Management, will review the proposed revisions to Policy #3232: *Dual Credit Student Eligibility Requirements*.

The proposed revisions are necessary to further improve the requirements for student access to dual credit courses, with the goal of promoting successful student performance in dual credit programs.

This policy was brought to the Committee and the Board in June 2016, and again in July 2016. Changes at that time were necessary to tight controls on student eligibility for dual credit programs. Administration noted at that time that the College would work more closely with school districts to promote student success, and to prevent under-performing students from accumulating significant numbers of credit hours on their transcripts.

Even though South Texas College waives some tuition and fees for students completing dual credit coursework through partnering school districts, the students' performance in these courses impacts their financial aid eligibility, and is recorded on their transcripts at South Texas College. A combination of policy revisions and tuition and fee schedule revisions have been implemented to help the partnering districts and the College guide students toward successful completion of their courses and programs, and to help prevent students from accumulating a poor performance record that will negatively impact their higher education opportunities.

Administration has reviewed the policy as implemented in July 2016, and has worked with partner districts to propose further revisions that would:

- Limit students to enrollment in courses within their declared major and degree plan
- Limit students to up to 68 attempted credit hours, or completion of an associate degree

The proposed revision follows in the packet, with the additional language highlighted in yellow and italicized.

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



## MANUAL OF POLICY

<b>Title</b>	<b>Dual Credit Student Eligibility Requirements</b>	<b>3232</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	<b>Page 1 of 1</b>
<b>Date Approved by Board</b>	<b>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 As Amended by Board Minute Order dated July 26, 2016 <i>As Amended by Board Minute Order dated December 13, 2016</i></b>	

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.

*Dual credit students shall be limited to courses within their declared major and corresponding degree plan. Students may attempt a maximum of 68 credit hours, or completion of an associate degree. In addition, dual credit students must comply with the College's Academic Progress Standards as outlined in Board Policy #3320 and the Financial Aid Satisfactory Academic Progress (SAP) Policy (to be developed). Federal Financial Aid SAP requirements measure all students' GPA and progression regardless if they are receiving aid or not, and are applicable to dual credit students who are still in high school. Students must maintain a cumulative 2.0 GPA or higher and successfully complete 67% of all cumulative credits attempted at the end of each semester to be in compliance with federal satisfactory academic progress standing for future Pell Grant awards.*

Students who participate in the *dual credit* 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. 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.