

# Board of Trustees

## Education and Workforce Development Committee Meeting

Thursday, June 13, 2019

3:00 p.m.

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



*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  
Thursday, June 13, 2019 @ 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, May 14, 2019 Committee Meeting..... 3 – 9
- II. Review and Recommend Board Approval of Proposed Academic Calendar for Academic Year 2020 – 2021 ..... 10 - 13
- III. Presentation on the South Texas College Dual2Degree Department..... 14 - 25

## **Approval of Minutes for Tuesday, May 14, 2019 Committee Meeting**

The Minutes for the Education and Workforce Development Committee meeting of Tuesday, May 14, 2019 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, May 14, 2019 @ 3:30 p.m.**

**MINUTES**

The Education and Workforce Development Committee Meeting was held on Tuesday, May 14, 2019 in the Ann Richards Administration Building Board Room at the Pecan Campus in McAllen, Texas. The meeting commenced at 3:42 p.m. with Dr. Alejo Salinas, Jr. presiding.

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

Other Trustees present: Mr. Paul R. Rodriguez

Members absent: None

Also present: Dr. Shirley A. Reed, Dr. Anahid Petrosian, Dr. Brett Millan, Dr. Ali Esmaeili, Dr. Christopher Nelson, Mr. Mario Reyna, Chef Jennifer Guerra, Ms. Monica Perez, Ms. Yvette Gonzalez, Ms. Samantha Uriegas, Mr. Raul Meza, Ms. Maria Vasquez, Ms. Marta Zaragoza, and Mr. Andrew Fish.

**Approval of Minutes for Tuesday, April 9, 2019 Committee Meeting**

Upon a motion by Mrs. Victoria Cantú and a second by Mr. Gary Gurwitz, the Minutes for the Education and Workforce Development Committee meeting of Tuesday, April 9, 2019 were approved as written. The motion carried.

**Presentation on the South Texas College Institute Culinary Arts Program**

The South Texas College Culinary Arts Program has offered a Commercial Cooking Certificate and an Associate of Applied Science (AAS) Degree in Culinary Arts since 1997. In recent years, a specialized certificate in Commercial Baking and an AAS Degree in Baking and Pastry Arts were added to the offered degree plans.

Mr. Mario Reyna, Dean for Business, Public Safety, and Technology, and Chef Jennifer Guerra, Program Chair for Culinary Arts, presented on the program's accomplishments and its challenges meeting student demand.

### **Faculty and Staff**

Four full-time regular faculty and three full-time temporary faculty serve in the Culinary Arts Program, supported by a part-time lab assistant, provided instruction to 250 Culinary Arts Majors in Fall 2018.

Due to resource limitations and competition for kitchen space between the Baking Pastry Arts courses and the general Culinary Arts majors, scheduling of courses was a challenge, and enrollment was impacted.

### **Partnerships and Opportunities for Students and Graduates**

The Program included 45 current dual credit students pursuing a Commercial Cooking Certificate in Donna ISD, and identified additional possible dual credit programs with Hidalgo ISD and La Joya ISD.

Graduates from the South Texas College Culinary Arts Program have strong workforce opportunities, or may choose to transfer into the UTRGV Bachelor Degree in Hospitality and Tourism. Graduates with a credential in baking have a 77.6% employment placement rate, and Culinary Arts graduates have a 75.6% placement rate.

### **Events and Outreach Activities**

Each year, the Program participates in a number of events designed to market the program to new students, to engage current students in innovative ways, and to provide students with practical experience at high-profile local events.

The Program also hosted a Thanksgiving Buffet in 2018, which generated close to \$3,000 in funding to support the South Texas College Food Pantry, serving the College's students facing food security issues.

### **Recognition and Alumni**

The Program has received prestigious recognition.

- In 2017, Advisory HQ placed South Texas College in the top 6 Best Affordable Culinary Schools in the United States;
- A team of Faculty and Students won *Most Original Dish* in the Starr County Fair's Wild Game Dinner;
- Student Nadia Casaperalta took home the Gold Medal from the Texas Chefs Association Convention Competition in 2017; and
- Student Fernanda Leal won 1<sup>st</sup> place in the 2018 Paella Competition.

Several Program alumni were included for special recognition during the presentation, each of whom is applying their South Texas College training as business owners and chefs.

### **Program Facilities**

Dean Reyna and Chef Guerra focused on the current facilities. They outlined a proposal to retrofit the former Pecan Campus Cafeteria in the Student Activities Building (Building H) to include faculty offices, which were housed in portable buildings, and to establish a new Baking Lab and to update existing kitchen equipment to meet current industry standards.

The Facilities Committee would be presented with a recommendation on the proposed retrofit project to accommodate the needs of the Culinary Arts Program.

This presentation was provided for the Committee's review and feedback to administration, and no action was requested.

### **Presentation on South Texas College Guided Pathways Project**

Dr. Anahid Petrosian, Interim Vice President for Academic Affairs, and Dr. Christopher Nelson, Associate Dean for Curriculum and Student Learning, presented on South Texas College's implementation of Guided Pathways.

#### **Texas Pathways Project - A Guided Pathways Strategy**

Guided Pathways are a statewide strategy to provide clear academic and career pathways to help students choose, enter, and complete a program of study that is well aligned with their personal educational and career goals. Based on the American Association of Community College's (AACC) Pathways Project, this model starts with the student's goals, and works from that point backward toward student enrollment. This will help the institutions identify and provide the information and resources students need to achieve their individual goals.

Led by the Texas Success Center, the Texas implementation of Guided Pathways will support the Texas Association of Higher Education Coordinating Board's (THECB) TX 60x30 plan, which sets the goal of 60% of young adults possessing a higher education credential by the year 2030.

South Texas College was one of twelve member colleges selected to be part of the first cadre in this innovative program. Through this selection, South Texas College participated in six institutes designed to help develop and implement guided pathways in community colleges statewide.

## **Need for Guided Pathways**

Traditionally, students often enter college without a clear goal in mind, and use their first semesters as an opportunity to explore various fields of study. This leads to delayed graduation, and a large amount of excessive time, money, and earned/attempted credits on the student's transcripts.

At South Texas College, a student needs 60 hours to graduate with an Associate Degree. A first time in college, full-time student must complete the degree plan within 3 years to count as a graduate for South Texas College.

Dr. Petrosian and Dr. Nelson discussed the student data on completion of an associate degree, with benchmarks in 2015 and 2018.

## **South Texas College Institutional Support of Guided Pathways**

On March 6, 2018, administration presented on the Texas Pathways Project to the Education and Workforce Development Committee, and solicited feedback on an institutional commitment to support the College's role in developing guided pathways.

On March 26 – 28, 2018, Mr. Paul R. Rodriguez and Mrs. Graciela Farias attended the Board of Trustees Institute (BOTI) *Enabling Front Door Pathways to Student Success*. The BOTI was hosted by the Texas Association of Community Colleges, with support from the Houston Endowment, Inc., and the Greater Texas Foundation. There, Mr. Rodriguez and Mrs. Farias were introduced to the perspectives of other members of the first cadre of the Texas Pathways Project, and reviewed the various implementations of guided pathways being developed by each institution.

On May 8, 2018, administration returned to the Education and Workforce Development Committee to discuss the Texas Pathways Project and its integration into the THECB TX 60x30 plan. They then reported on the work underway at South Texas College, including the development of a cross-divisional leadership team, close coordination with colleagues statewide, and participation in statewide institutes.

The Education and Workforce Development Committee discussed the immediate and long-term project plans, including the coordination with local partners, development of student support resources, and the identification of "meta-majors."

## **Meta-Majors – Guided Pathways at South Texas College**

South Texas College's approach to Guided Pathways included the mapping of meta-majors, which aligned in a broad sense with academic and workforce career goals.

Students entering into a meta-major were provided with options for a range of courses that apply to a number of inter-related credentials within that broad meta-major. This allowed students to explore options within the meta-major, and the courses they

completed during this exploration applied toward any credential they end up pursuing within that meta-major, thus reducing time and expense for completion.

Dr. Petrosian and Dr. Nelson discussed the specific meta-majors and their component degree plans as listed in the presentation.

### **Broad-Based Participation in Development of Guided Pathways**

The central goal of the Guided Pathways project was to help students choose, enter, and complete a program of study that is aligned with their educational and career goals.

South Texas College worked closely with faculty and staff, as well as local school districts and partnering institutions of higher education, to develop the advising and transfer resources and procedures that best served these students.

### **School District Engagement**

In August 2018, South Texas College presented Guided Pathways to school district Superintendents at the *Superintendent Leadership Meeting*, and to high school Principals, Administrators, and Counselors, at the *Principals' Summit*.

In November 2018, the Career and Technical Education (CTE) meta-majors and Guided Pathways were presented to the CTE Principals, Directors, and Counselors.

Partnering districts were asked to review and assess the information provided, and to bring their assessments to the Dual Credit Summit, where the College engaged each of them in a discussion of the alignment of meta-majors with their high school endorsements.

### **University of Texas – Rio Grande Valley (UTRGV) Engagement**

South Texas College administration was in discussion with UTRGV administration, and would identify a meeting in Fall 2019 to formally present on Guided Pathways for the UTRGV leadership team.

This would help South Texas College ensure that Guided Pathways benefit students who plan to enroll at UTRGV upon graduating from South Texas College, by considering their objectives at the University within the College's meta-major framework and other Guided Pathways resources.

This presentation was provided for the Committee's review and feedback to administration, and 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 4:24 p.m.

I certify that the foregoing are the true and correct Minutes of the May 14, 2019 Education and Workforce Development Committee of the South Texas College Board of Trustees.

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Dr. Alejo Salinas, Jr.  
Presiding

## **Review and Recommend Board Approval of Proposed Academic Calendar for Academic Year 2020 – 2021**

Approval of the 2020 - 2021 Academic Calendar will be requested at the June 25, 2019 Board meeting.

The Academic Calendar Steering Committee, which includes membership from each area of the College, has developed the FY 2020 – 2021 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 South Texas College 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 has been unanimously approved by the Academic Calendar Steering Committee and has been reviewed and approved by the President's Cabinet, Administrative Staff, and Planning and Development Council.

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

The Committee is asked to recommend the 2020 – 2021 Academic Calendar for approval at the June 25, 2019 Board meeting as presented.

# 2020-2021 Calendar



## Fall Semester 2020 (August 24 - December 13)

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August 12 (Wednesday)	New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
August 13 (Thursday)	New Faculty Orientation
August 14 (Friday)	New Faculty Service Area Tour
August 17 (Monday)	Faculty Return – Academic Affairs Convocation / Division Meetings
August 18 (Tuesday)	Faculty Preparation Day / Departmental Meetings
August 19 (Wednesday)	Faculty Preparation Day / Departmental Meetings
August 20 (Thursday)	Faculty Preparation Day / Distance Learning Symposium / Full-Time Faculty Teaching Dual Credit Courses PD Day / Departmental Meetings
August 21 (Friday)	Faculty Preparation Day / Departmental Meetings
August 22 (Saturday)	Adjunct & Dual Credit Faculty Development Day
<b>August 24 (Monday)</b>	<b>Classes Begin</b>
September 7 (Monday)	College Closed – Labor Day
September 9 (Wednesday)	Census Day - Twelfth Class Day
September 25 (Friday)	College Closed – College-Wide Organizational Development Day
November 13 (Friday)	Last Day to Withdraw
November 26 – 29 (Thursday – Sunday)	College Closed - Thanksgiving Holiday
December 7 – 13 (Monday – Sunday)	Finals
December 12 (Saturday)	Commencement Ceremonies*
December 12 (Saturday)	Certificate and Degree Award Date
December 13 (Sunday)	End of Term
December 14 (Monday)	Grades Due Date
December 17 – January 3 (Thurs. – Sun.)	Winter Break (College Closed)

\* May vary depending on facility availability.

## Spring Semester 2021 (January 19 – May 13)

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January 4 (Monday)	<b>College Opens</b> – Staff return
January 6 (Wednesday)	New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
January 11 (Monday)	Faculty Return – Division / Department Meetings
January 12 – 15 (Tuesday-Friday)	Faculty Preparation Day / Departmental Meetings
January 16 (Saturday)	Adjunct / Dual Credit Faculty Professional Development Day
January 18 (Monday)	Martin Luther King, Jr. Day – College Closed
<b>January 19 (Tuesday)</b>	<b>Classes Begin</b>
February 3 (Wednesday)	Census Day - Twelfth Class Day
February 12 (Friday)	College Closed - College-Wide Organizational Development Day
March 15 – 21 (Monday - Sunday)	College Closed - Spring Break
April 1 – 4 (Thursday – Sunday)	College Closed - Semester Break
April 19 (Monday)	Last Day to Withdraw
May 7 – 13 (Friday – Thursday)	Finals
May 13 (Thursday)	End of Term
May 14 – 15 (Friday - Saturday)	Commencement Ceremonies*
May 14 – 15 (Friday - Saturday)	Certificate and Degree Award Date
May 17 (Monday)	Grades Due Date

\*May vary depending on facility availability.

## Summer Session 2021 (June 7 – August 13)

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### **June 7 (Monday) ..... Classes Begin**

June 15 (Tuesday) .....	Census Day - Seventh Class Day
July 5 (Monday) .....	College Closed-Independence Day
July 12 – 13 (Monday & Tuesday) .....	No classes
July 29 (Thursday) .....	Last Day to Withdraw
August 12 (Thursday) .....	End of Term/Finals (Classes Meeting M-R)
August 13 (Friday) .....	End of Term /Finals (Classes Meeting M-F)
August 16 (Monday) .....	Grades Due Date

## **SI – Minimester (June 7 – July 8)**

### **June 7 (Monday) ..... Classes Begin**

June 10 (Thursday) .....	Census Day - Fourth Class Day
June 30 (Wednesday) .....	Last Day to Withdraw
July 5 (Monday) .....	College Closed-Independence Day
July 8 (Thursday) .....	End of Term/Finals (Classes Meeting M-R)
July 9 (Friday) .....	End of Term/Finals (Classes Meeting M-F)
July 12 (Monday) .....	Grades Due Date

## **SII – Minimester (July 14 – August 13)**

### **July 14 (Wednesday)..... Classes Begin**

July 19 (Monday) .....	Census Day - Fourth Class Day
August 6 (Friday) .....	Last Day to Withdraw
August 12 (Thursday) .....	End of Term/Finals (Classes Meeting M-R)
August 13 (Friday) .....	End of Term /Finals (Classes Meeting M-F)
August 16 (Monday) .....	Grades Due Date

## Committee Membership and Timeline

### Academic Calendar 2020-2021

Updated June 4, 2019

#### Committee Membership

Brett Millan, OVPAA	Erika Leal, OPOD
Christina Cavazos, CSL	Alejandra Cantu, Dual Credit Programs
Miguel Carranza, Student Financial Services	Mehrzad Mahmoudian Geller, Faculty Senate
Lelia Salinas, IS&P	Ricardo Olivares, Council of Chairs
Cynthia Blanco, Admissions	Mehrzad Mahmoudian Geller, MSB (faculty)
Jesus Ramirez, Admissions	Erika Guerra, BPST (faculty)
Ray Pedraza, Public Relations	Fred Cady, LASS (faculty)
Carlos Hernandez, Human Resources	Theresa Garza, NAH (faculty)
Norma Jimenez, Business Office	

#### Timeline and Process

February 19, 2019	Calendar Committee meet to propose a preliminary draft calendar.
March 4 – April 1, 2019	Time for review and feedback by faculty and staff. Committee members distribute the draft calendar to faculty and staff in their area for feedback.
April 10, 2019 (tentative)	Calendar Committee meets to review feedback faculty and staff.
April 11 – May 10, 2019	Draft Calendar will be presented to Academic Council, Planning and Development Council, President's Administrative Staff, Council of Chairs, and Faculty Senate.
May 13 – May 16, 2019	Calendar Committee members will vote on the Final Draft Calendar.
May 20, 2019	Final Calendar will be submitted to the Vice President for Academic Affairs.
June 13, 2019	Final Calendar will be presented at the Board of Trustees Education and Workforce Development Committee Meeting.
June 25, 2019	Final Calendar will be submitted to the Board of Trustees.

## **Presentation on the South Texas College Dual2Degree Department**

The South Texas College Dual2Degree Department was developed to support the College's goal to build a college-going culture in the Rio Grande Valley. They support this goal by engaging with parents and students, building their understanding of the value of higher education and workforce training, and helping them establish their own goals for educational attainment.

The Dual2Degree Department develops and reinforces the students' and parents' understanding of the opportunities at South Texas College, and guides them through the development of clear pathways to matriculate as traditional college students if they do not achieve a college credential while enrolled as a dual credit program student.

Much like the campus Enrollment Centers provide traditional students with convenient and centralized access for admissions, financial aid, advising, registration, and other vital student support services, the Dual2Degree team brings those same services to the dual credit students' local schools and community events.

Mr. Tony Matamoros, Director of Enrollment Services for Dual Credit, will present on the Dual2Degree Department and their activities supporting the burgeoning college-going culture in the Rio Grande Valley.

Mr. Matamoros will emphasize the cultivation of meaningful connections with the school districts, and with the students and parents while enrolled at the school district. Through properly framing student and parental expectations and establishing clear goals, students are set on a pathway to successful completion.

The Dual2Degree team works closely with school district personnel. This includes regular communication, coordination on dual program events, and access to the College's DegreeWorks program, which gives students and advisors a recommended degree plan and an assessment of student progress, and helps with the selection of courses that will meet program requirements.

Mr. Matamoros will also show a 2 ½ minute video developed for local school district counselors, which showcases Dual2Degree outreach activities across the two counties served by South Texas College. This video cultivates and nourishes students' understanding that college access and college completion are within their reach.

Finally, Mr. Matamoros will discuss the matriculation initiatives, which are designed to reduce dual credit stop outs – those students who enroll in some college hours through dual enrollment, but do not complete a credential and do not enroll as traditional students upon graduation from high school.

This presentation is provided for the Committee's review and feedback to administration, and no action is requested.

# Dual Credit

DUAL2DEGREE DEPARTMENT



## BEING INTENTIONAL: SERVING DUAL CREDIT STUDENTS

- **96%** of students are Latino
- **62%** of students are first in their families to attend college
- **72%** of students take advantage of some form of financial aid
- **12%** of dual credit students attend a college course at a STC campus



PSJA Memorial HS Fast Track

Connection

Entry

Progress

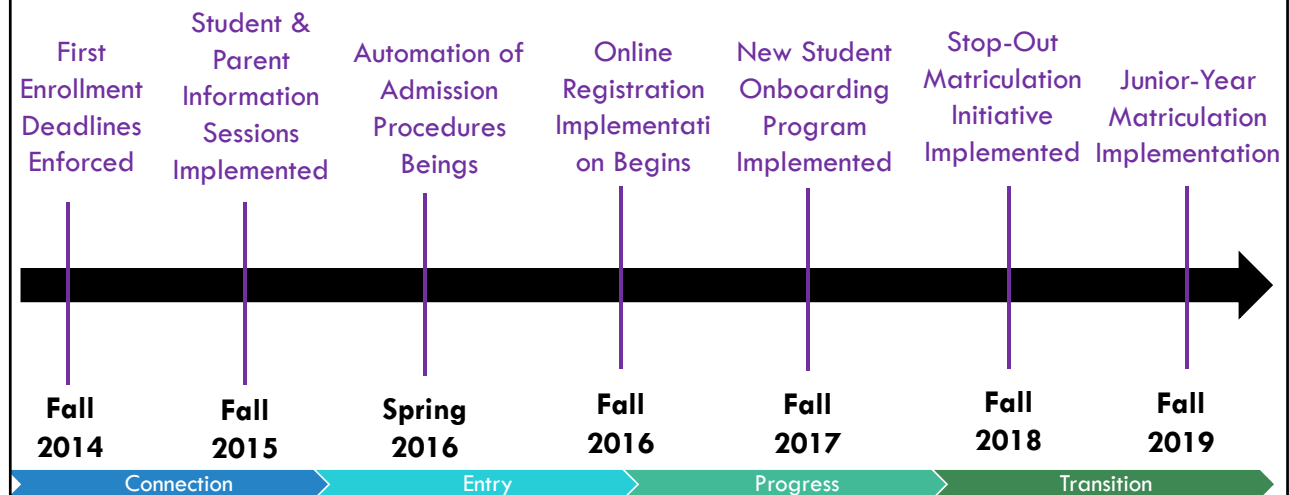
Transition

## OBJECTIVES

- Establish meaningful connections with students and parents
- Teach students contextual knowledge and skills for success in college
- Empower students to take control of their education
- Build college mindset and pride in South Texas College
- Be a leader in providing services to dual credit students and leverage emerging technologies to engage students through completion
- Streamline students' pathways to completion and transition to higher education

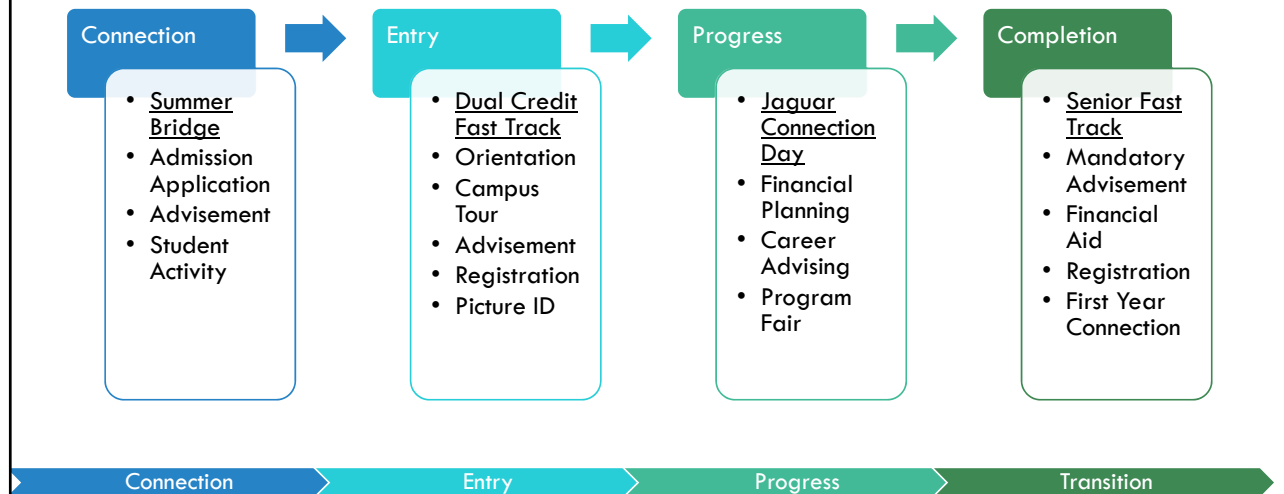


## TIMELINE OF MAJOR DUAL CREDIT CHANGES





## DUAL CREDIT STUDENT SUPPORT FRAMEWORK



## MILESTONES

- **96%** decrease in registration errors (FY 2014 to FY 2019)
  - Students added after Census
  - Students dropped after Census
- **33%** increase in early dual credit student registration (FY 2014 to FY 2019)
- **36%** increase in dual credit students utilizing DegreeWorks (Spring 2017 to Spring 2018)



## OPTIMIZING THE STUDENT EXPERIENCE



Rio Preparatory ECHS

Weslaco East HS Fast Track

Connection

Entry

Progress

Transition

## DUAL2DEGREE DEPARTMENT

### Our Services:

- Program Recruitment
- Admission
- Registration
- New Student Onboarding
- Transition Support
- ISD Support



Connection

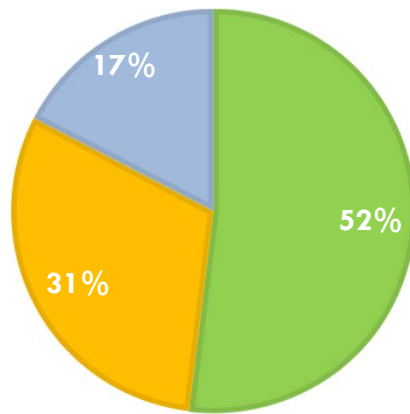
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Progress

Transition

## FY 2019 DEPARTMENT ACTIVITIES

■ Enrollment Support ■ Outreach, Orientation & Transition ■ ISD Meetings



Activity	Total
Enrollment Support	230
Outreach, Orientation & Transition	136
ISD Meetings	77
<b>Total</b>	<b>443</b>

Connection

Entry

Progress

Transition

## FY 2019: STUDENTS & PARENTS SERVED

Student & Parent Information Sessions



4,717

College & Career Fairs



2,196

Admission Application Drives



3,546

Registration Drives



2,911

New Student Onboarding Programs



1,622

Connection

Entry

Progress

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## DUAL CREDIT FAST TRACK: ESTABLISHING MEANINGFUL CONNECTIONS



Palmview HS Fast Track

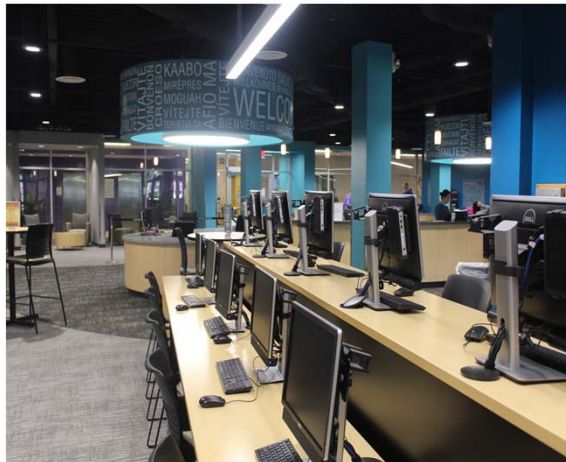
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Progress

Transition

## ENROLLMENT CENTERS — OPEN CONCEPT



Connection

Entry

Progress

Transition

## ADVISING

- College Expectations
- Student Rights & Responsibilities
- Academic Standing
- Financial Aid Implications
- DegreeWorks



Achieve ECHS Fast Track

Connection

Entry

Progress

Transition

## CAMPUS TOUR

- Interactive
- Student Services and Resources
- Classroom Walkthrough
- Outdoor Activity



Roma HS Fast Track

Connection

Entry

Progress

Transition



## NEW STUDENT CONVOCATION

- Official Welcome
- Jerry the Jaguar
- Student Packets Distributed
- Oath and Pinning Ceremony



Mission CTE ECHS Fast Track

Connection

Entry

Progress

Transition

## REGISTRATION

- JagNet & DegreeWorks orientation
- Activate JagMail
- Course registration
- Picture ID



Hidalgo ECHS Fast Track

Connection

Entry

Progress

Transition

## DUAL CREDIT FAST TRACKS — OVERVIEW

56  
events



3,088  
students



99%  
student  
satisfaction  
with events



Connection

Entry

Progress

Transition

## WHAT STUDENTS ARE SAYING

"Thank you  
for making  
me feel  
welcomed!"

"I became  
a college  
student  
today!"

"Learned  
about my  
responsibilities  
as a student  
at advising"

"I now know  
what  
classes I  
need to  
take"

"I got a  
real  
glimpse of  
college life"

Connection

Entry

Progress

Transition

## MATRICULATION INITIATIVES

- Early Transitional Advising (Beginning Junior Year)
- Targeted communications (e-mail)
- Focused on traditional high school students and post-traditional students (stop-outs)
- Encourage completion of degree/certificate
- Customized events (one stop services)

Connection

Entry

Progress

Transition

## HIGH SCHOOL JUNIOR YEAR TRANSITION INITIATIVE

Jaguar Connection Day

Program  
FairCareer  
CoachFinancial  
Literacy

Connection

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## DUAL CREDIT STOP OUT INITIATIVE

- Targets dual credit stop-outs
- Customized messaging
- One-Stop onboarding events
- Follow-up communications



Postcard Artwork for Back on Track Event

Connection

Entry

Progress

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## THANK YOU

Visit us at:

[www.southtexascollege.edu/dual](http://www.southtexascollege.edu/dual)



Connection

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Progress

Transition