Board of Trustees

Education and Workforce Development Committee Meeting

Tuesday, July 14, 2020

3:45 p.m.

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

SOUTH TEXAS COLLEGE

In the Making!

South Texas College
Board of Trustees
Education and Workforce Development Committee
Ann Richards Administration Building, Board Room
Pecan Campus, McAllen, Texas
Tuesday, July 14, 2020 @ 3:45 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."

Approval of Minutes for Tuesday, June 19, 2020 Committee Meeting

The Minutes for the Education and Workforce Development Committee meeting of Tuesday, June 9, 2020 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 9, 2020 @ 3:30 p.m.**

MINUTES

The Education and Workforce Development Committee Meeting was held on Tuesday, June 9, 2020 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. and Mr. Gary Gurwitz

Other Trustees present: Mr. Paul R. Rodriguez

Members absent: Mrs. Victoria Cantú

Also present: Dr. Shirley A. Reed, Dr. David Plummer, Dr. Anahid Petrosian, Dr. Brett Millan, Dr. Christopher Nelson, Dr. Virginia Champion, Dr. Rebecca De Leon, Mr. Matt Dabrowski, and Mr. Andrew Fish

Approval of Minutes for Tuesday, May 12, 2020 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 12, 2020 were approved as written. The motion carried.

Presentation on the Student Survey Regarding the Transition to Online Instruction in Response to the COVID-19 Pandemic

When the scale of the disruptive impact of COVID-19 became apparent, the College transitioned all courses, including in-classroom, face-to-face instruction in the Spring 2020 semester to online delivery.

On May 12, 2020, administration delivered a presentation to the Education and Workforce Development Committee on the training and resource development that went into this unexpected and full conversion of all Spring semester course offerings to online instruction.

In March 2020, administration understood this transition would be difficult for students as well as the faculty and staff. To gauge the impact from this transition and guide improvements as necessary, administration asked the College's Research and Analytical Services (RAS) team to conduct an initial survey, as well as a follow-up survey toward the end of the Spring 2020 semester. Both surveys also asked about the respondents' plans to enroll in Fall 2020, to help inform enrollment projections and to understand and address perceived obstacles to Fall 2020 enrollment.

Mr. Matt Dabrowski, Qualitative Researcher for Research & Analytical Services, was prepared to present and discuss the surveys with the Committee.

The Committee observed that this presentation included information that should be delivered to the full Board of Trustees. The Committee asked Mr. Dabrowski to postpone his presentation, and invited him to present instead at the June 23, 2020 Regular Board Meeting.

Mr. Dabrowski confirmed his availability and accepted the invitation.

This item was for the Committee's information, and no action was needed.

Review and Discussion of Proposed New Program: Cosmetology

Administration requested feedback from the Education and Workforce Development Committee on the preliminary development of a new program that could lead toward a Certificate and/or Associate Degree in Cosmetology.

A Cosmetology program at South Texas College would enable students to take the state exam for licensure to offer hair and beauty services, either self-employed or through an employer. Careers served by this program include:
- Barbers
- Hairstylists
- Cosmetologists
- Manicurists
- Pedicurists
- Skincare Specialists

While this industry was currently impacted by the coronavirus pandemic, occupational growth was projected to grow nearly 12% in the region and 15% across Texas from 2020 to 2030, with nearly 9,000 new jobs expected statewide.

The nearest comparable regionally accredited program was located at Del Mar College in Corpus Christi.

Due to the nature of this new program and its difference from current programs offered by the College, an extended, two-phase approval process is required by the Texas Higher Education Coordinating Board.

With Committee support, administration would further develop the proposal. It would be brought back before the Education and Workforce Development Committee in Fall 2020 for approval to develop the curriculum and an advisory committee, leading to a formal program proposal for the Board's review prior to submission to the state and accrediting authorities. Administration believes the College could offer this program by Spring 2022, with support from the Committee and Board.

The Committee expressed an interest in further details about a program, especially related to anticipated costs to implement and operate such a program, and anticipated revenues to offset those costs. The Committee informally advised administration to proceed with program development and return to the Committee with the requested information.

This item was presented for the Committee's feedback, and no action was needed at this time.

Review and Discussion of Proposed New Program: Restaurant Management

Administration requested feedback from the Education and Workforce Development Committee on the preliminary development of a new program that would lead toward an Associate of Applied Science Degree in Restaurant Management.

A Restaurant Management program at South Texas College would prepare students to manage people, products and facilities within the food-service industry, providing training for individuals seeking entry-level management positions within the hospitality industry. Careers served by this program include:
- Food Service Director
- Banquet Manager
- Restaurant Manager
- Kitchen Manager

While this industry was currently impacted by the coronavirus pandemic, occupational growth was projected to grow by 7% in the region and nearly 15% across Texas from 2020 to 2030, with 86 new jobs expected in the Rio Grande Valley, in addition to incumbent workers seeking career advancement into newly vacant positions. New jobs data are calculated by Economic Modeling Specialists International using industry data and staffing patterns.

This program would be built upon South Texas College's existing Culinary Arts programs, which served 1,228 students for the past two years, and would provide current students and graduates with an opportunity to develop essential skills to advance their careers. By building upon existing Culinary Arts programs, there will be a relatively low cost to offer the new Restaurant Management program, and it will meet existing and anticipated local demand.

The nearest comparable regionally accredited programs were located at Del Mar College in Corpus Christi and Alamo Colleges in San Antonio.

Developing this specialization within an existing program would include a one-year approval process.

With Committee support, administration would further develop the proposal. It would be brought back before the Education and Workforce Development Committee for approval to develop the curriculum and an advisory committee, leading to a formal program proposal for the Board's review in Fall 2020 prior to submission to the state and accrediting authorities. With support from the Committee and Board, Administration believes the College could offer this program by Fall 2021.

The Committee expressed an interest in further details about a program, especially related to anticipated costs to implement and operate such a program, and anticipated revenues to offset those costs. The Committee acknowledged that the implementation costs would be relatively low as the program would be built upon an existing and well-developed Culinary Arts program. The Committee informally advised administration to proceed with program development and return to the Committee with the requested information.

This item was presented for the Committee's feedback, and no action was needed at this time.

Review and Action as Necessary on the Proposed Interlocal Agreement for Dual Credit Program Partnerships with Local School Districts

The Education and Workforce Development Committee was asked to recommend Board action as necessary on the Interlocal Agreement for Dual Credit Programs partnerships with local school districts for academic year 2020 – 2021.

Background
South Texas College works with partnering school districts to execute an agreement to specify the partnership terms that help the College and Districts maintain a high level of quality and service to participating dual credit high school students. The agreement is

updated annually, and includes all Board-approved changes to the tuition and fee structures and policies that impact dual credit programs.

Proposed Interlocal Agreement
Administration recommended the approval and adoption of the Interlocal Agreement for academic year 2020 - 2021 by the South Texas College Board of Trustees, as well as the governing board of each partnering district.

This agreement would assist in the communication of and response to any compliance concerns with administration of partnering districts and the College.

The South Texas College Board of Trustees would be asked to approve the form and content of the agreement for academic year 2020 - 2021, which would then be sent to each partnering district for review and approval by the governing boards.

Changes for FY 2020 - 2021
The proposed agreement included minor grammatical changes, as well as the following substantive revisions:
- Section 3(b)(v) requiring Dual Faculty to complete training in alignment with the College's Instructional Continuity Plan;
- Section 3(c)(iv) requiring face-to-face instruction, except when disrupted by a State of Emergency and approved for online instruction in adherence with the College's Instructional Continuity Plan;
- Section 3(d)(i) requiring that College courses and exams take priority over school district activities;
- Section 4(d) requiring a minimum of 10 students for a dual credit section assigned to an STC Faculty and/or Dual Credit Faculty, providing an option at the College's determination to combine course enrollment among partnering Districts;
- Section 4(e), requiring school district compliance with state advising mandates as deemed necessary by the College;
- Section 4(g), clarifying that school districts are responsible to provide ADA accommodations as appropriate for courses taught at their campuses by their Dual Credit Faculty;
- Section 4(i), clarifying that official transcripts will include State-mandated transcript notations reflecting any suspensions or expulsions;
- Section 5(d), requiring notice of cancellation of any course assigned to College Faculty at least two weeks prior to the first day of class;
- Section 7(c), requiring the school district to identify a district official who is certified as a Title IX Investigator and who will serve as an authorized liaison with the College's Office of Human Resources to collaborate as needed on relevant investigations;

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 Interlocal Agreement for dual credit program partnerships with local school districts for academic year 2020 – 2021. The motion carried.

Review and Recommend Action as Necessary on Proposed New Policy #3111: *Instructional Continuity*

The Education and Workforce Development Committee was asked to recommend Board approval of the proposed new Policy #3111: *Instructional Continuity*.

Justification – The proposed new policy would authorize the Office of the Vice President for Academic Affairs to establish an Instructional Continuity Plan. This plan would provide the necessary guidelines to support instructional continuity in the event of a disruptive event, such as the current coronavirus pandemic crisis.

The proposed policy supports the required use of the College's Leaning Management System (LMS) in the event of a natural disaster, pandemic, or other adverse event that affects instruction. This requirement would facilitate college-wide coordination to maintain ongoing instructional activities during potentially disruptive events.

Enclosed Documents - The proposed new policy was provided in the packet for the Committee's review and information.

The Committee recommended a grammatical correction, and otherwise supported the proposed new policy.

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 new Policy #3111: *Faculty Readiness for Instructional Continuity*, as amended and which supersedes any previously adopted Board policy. The motion carried.

Review and Recommend Action as Necessary on Proposed New Policy #4411: *Faculty Readiness for Instructional Continuity*

The Education and Workforce Development Committee was asked to recommend Board approval of the proposed new Policy #4411: *Faculty Readiness for Instructional Continuity*.

Justification – The proposed new policy would support the South Texas College Instructional Continuity Plan by requiring that all new faculty complete the College's Instructional Continuity training.

This training would be developed by the College and offered at no cost to the faculty, and would be updated as necessary.

All faculty would be required to update their certification as needed to ensure their preparedness under the Instructional Continuity Plan.

This policy would apply to all Full Time Faculty, Lecturers, Adjunct Faculty, and Dual Credit Faculty teaching courses at or on behalf of South Texas College.

Enclosed Documents - The proposed new policy was provided in the packet for the Committee's review and information.

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 new Policy #4411: *Faculty Readiness for Instructional Continuity*, 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 4:15 p.m.

I certify that the foregoing are the true and correct Minutes of the June 9, 2020 Education and Workforce Development Committee of the South Texas College Board of Trustees.

_____
Dr. Alejo Salinas, Jr.
Presiding

Presentation on the South Texas College Instructional Plan for Fall 2020

Dr. Anahid Petrosian, Vice President for Academic Affairs, will present the South Texas College Instructional Plan for Fall 2020, and will respond to questions and feedback from the Committee. This plan has been developed to support students' higher education and career goals while recognizing the challenges imposed by the ongoing coronavirus pandemic.

The College's Instructional Plan for Fall 2020 begins with an ongoing and thorough deep cleaning process to disinfect facilities up to and throughout the Fall 2020 semester.

For instruction, the College will make extensive use of technology to allow for the development of **In Person-Hybrid** and **Online** formats:

In Person-Hybrid
- Reduced time in classroom and supplemented by online learning
- Lecture course sections capped to 20 students, with no more than 10 students in a Face-to-Face (F2F) meeting at any time
- Course sections of 20 students divided into cohorts of up to 10 students, scheduled for once-a-week F2F meetings
- F2F meetings focused on the most important and required student activities
- Most coursework completed and submitted through online learning
- Departments that require F2F instructional activities will use this hybrid format, and are identified in the handout on the following pages.
- Social Distancing maintained during all F2F instructional activities.

Online Classes
- Fully online courses designed to provide opportunities for learning and engagement between students and instructors
- Content fully available virtually, including written and video media
- Student support is available seven days per week, with online office hours available to meet privately with instructors
- Faculty teaching online have certifications developed to prepare for modern online education

Dual Credit Programs will be able to utilize **Online** course offerings as well as limited **In Person-Hybrid** course offerings as appropriate to the subject.

The South Texas College Instructional Plan for Fall 2020 follows in the packet, and includes this information and more, such as the safety guidelines, campus requirements, and usage of commons spaces (Libraries, Open Labs, and Centers for Learning Excellence).

This item is presented for the Committee's feedback, and no action is needed at this time.

South Texas College Fall semester classes begin Monday, August 24, 2020

Our highest priority is the safety and well-being of all South Texas College students, faculty, and staff. Therefore, the instructional plan summarized below may be modified should new state or federal guidelines be released prior to the August start date.

Before classes begin, all instructional spaces and buildings will undergo a thorough deep cleaning, and disinfecting will be ongoing throughout the semester. Preventive protocols to reduce risk of transmission will also be implemented across campuses. Further details will be shared with students, faculty, and staff before classes begin in August.

The College will be offering courses through *In Person-Hybrid* **and** *Online* formats. The College will make extensive use of technology, while preserving the most important elements of the in-person required activities, as guidelines and safety precautions allow.

Fall 2020 Semester Course Offerings Delivery Model:

In Person-Hybrid Classes:
- In person classes will have reduced seat time and will be supplemented with the College's online learning management system (Blackboard).
- In person lecture classes will be capped at 20 students. Each Face-to-Face (F2F) meeting will have no more than 10 students.
- Before the first in person meeting time, faculty will divide the 20 students into two cohorts and inform them which day they should attend the F2F meeting. There will be a once-a-week F2F meeting time for each cohort.
- In person meeting times will be dedicated to the most important elements of the in-person required activities.
- Most major assignments, quizzes, and assessments will be submitted through Blackboard.
- **Nursing & Allied Health, Sciences & Information Technology, Workforce & Public Safety, Art, Drama & Kinesiology courses** will use this hybrid format by using technology to deliver content and hold in-person sessions for required hands-on activities.
- Instructional courses with hands-on requirements will have a reduced seat time. Faculty will rotate students into the space to conduct in-person activities while maintaining social distancing for each F2F meeting time.

Programs with Required Hands-on Activities:

Division	Program Names
BPST	• Culinary Arts • AEDT • Automotive • Construction • Culinary Arts • Diesel • Electrician Technology • HVAC • Advanced Manufacturing • Welding • Fire Science • Police
LA	• Art - Studio • Drama - Practicum • Music - Applied • Music - Ensemble • Sign Language Interpreter Studies • Developmental Reading and Writing
MS	• Biology • Chemistry • Engineering
NAH	• ADN • DMS • EMT • HMAS • OTA • PCA • PTA • Pharm Tech • Radiology • Respiratory • VN
SBS	• Kinesiology

Online Classes:
- Totally online courses have been designed to incorporate best practices with many opportunities for students to engage with each other and the instructor.
- Content is accessible virtually, through video, students can even let a page reader read the content to them.
- Students are supported online **seven days a week** and can schedule online office hours with instructors.
- Faculty who teach our online courses have been certified through a rigorous program that prepares them to use the tools of modern online education.

Dual Credit Courses:
- **Online Course Offerings:** Most dual credit courses "S" sections will be offered through online delivery. All online courses will require adherence to security measures currently in place to protect faculty and students while learning in an online environment.
- **Limited In Person-Hybrid Offerings:** Career and Technical Education and/or Academic courses which require hands-on activities will be offered as hybrid courses. Dual Credit courses held at approved High School Sites must submit a Safety Plan no later than **August 3, 2020.**

South Texas College Safety Guidelines for Offering in Person Classes:
- The College will determine the density for each building and classroom based on recommended guidelines.
- The College will limit the number of classes in each building to lessen student foot traffic at any given time.
- The College will maintain social distancing in classrooms and labs.
- The College will clean and disinfect classrooms and labs after each face-to-face meeting.
- The College will require face coverings (e.g. masks) on campus in all campus buildings, classrooms, laboratories, computer labs, and libraries.
    - Faculty will have the option of face masks or face shields
    - Face coverings are not required in one's personal office space, as long as 6-foot distancing can be maintained

General Campus Requirements:
- Do not visit the campus if you are experiencing any COVID-19 symptoms, such as coughing, sore throat, fever, or shortness of breath.
- Do not visit the campus if within the past 14 days you have knowingly been in contact with someone who is under investigation for or confirmed to have COVID-19.

South Texas College Libraries, Open Labs and CLEs Usage:

Libraries
- The available seating within the library is limited in order to comply with social distancing guidelines.
- Anyone visiting the library is required to wear face protection that covers the nose and mouth.
- Library visitors are directed to wash or sanitize their hands upon entering the library.
- Social distancing of at least six (6) feet is being observed in study spaces and interactions among students and staff members.
- Desks, chairs, and other frequently touched surfaces are cleaned and sanitized after every use.
- Items from the Course Reserves collection or the general print collection are permitted to be used only under staff supervision, and the requestor is required to wear gloves while using the print item to minimize contact with the item.

Open Computer Labs
- Students are encouraged to reserve a computer online in advance, but walk-ins will be accommodated depending on workstation availability.
- The available seating within open computer labs is limited in order to comply with social distancing guidelines.
- Anyone visiting an open computer lab is required to wear face protection that covers the nose and mouth.

- Open computer lab visitors are directed to wash or sanitize their hands upon entering the lab.
- Social distancing of at least six (6) feet is being observed in study spaces and interactions among students and staff members.
- Computer workstations, chairs, and other frequently touched surfaces are cleaned and sanitized after every use.

Centers for Learning Excellence (CLE)
- All on-campus tutoring is available by appointment only
- Check the Tutoring page to see schedules for each campus with tutoring availability by class prior to submitting a Tutoring Appointment Request.
- So that we may employ proper social distancing measures, only individuals who have confirmed appointments may use the CLE on campus.
- While in the CLE, practice social distancing by maintaining a distance of at least 6 feet from other individuals.
- All individuals are required to wear face protection that covers the nose and mouth.
- CLE appointments are for up to 45 minutes a session, with a maximum of two sessions per day per class.
- CLE resources such as textbooks and calculators are permitted to be used only under staff supervision, and the student is required to wear gloves while using the item to minimize contact with the item.

Fall 2020 Semester

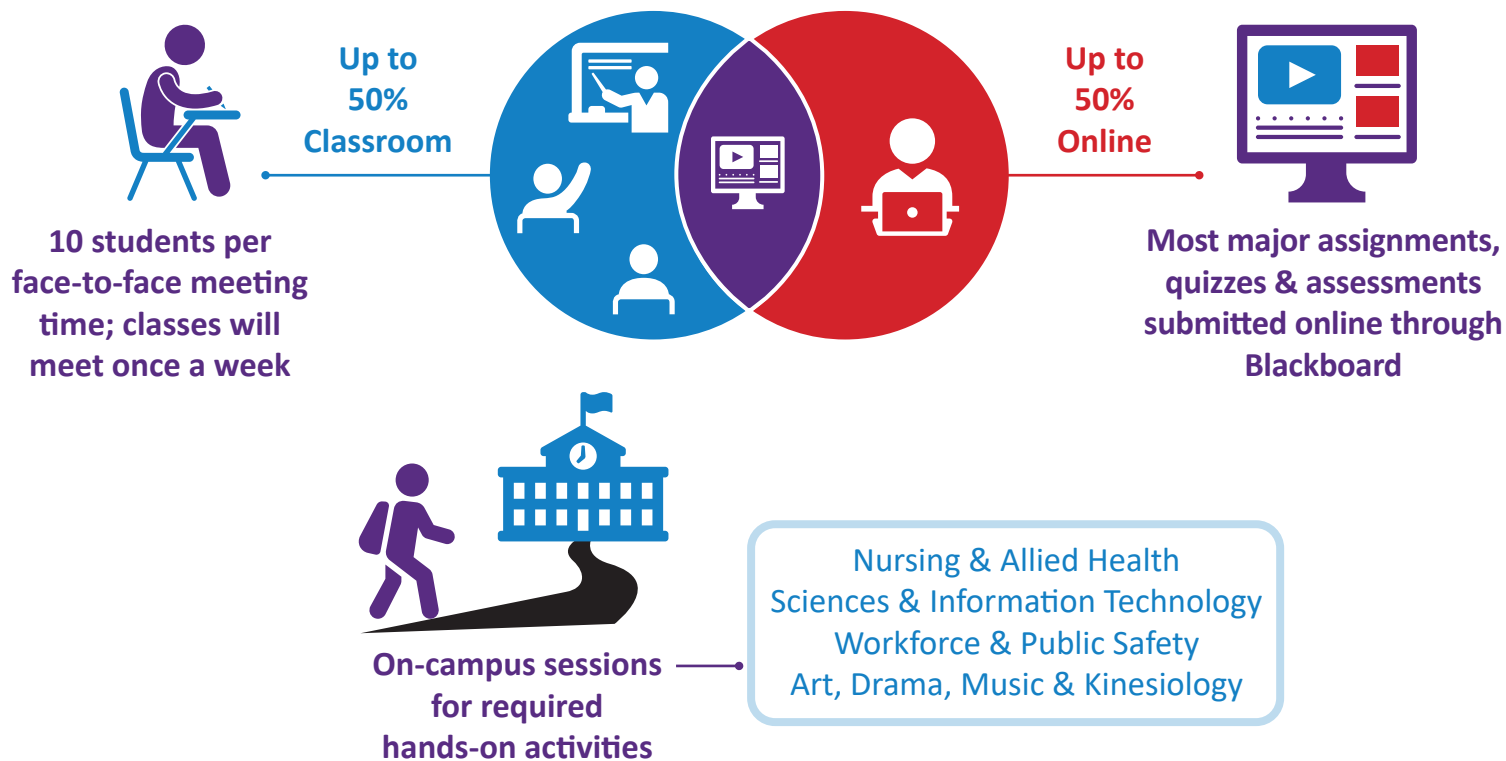## South Texas College will offer In Person-Hybrid in addition to Online Courses

Classes start Monday August 24

SOUTH TEXAS COLLEGE

What you need to know about In Person-Hybrid Courses

Up to 50% Classroom

Up to 50% Online

10 students per face-to-face meeting time; classes will meet once a week

Most major assignments, quizzes & assessments submitted online through Blackboard

On-campus sessions for required hands-on activities

Nursing & Allied Health
Sciences & Information Technology
Workforce & Public Safety
Art, Drama, Music & Kinesiology

CLE

Open Labs

NEED TUTORING OR ACCESS TO A COMPUTER?
- CLE (tutoring) and Library services available both online and on campus
- Open Labs available on campus

24/7

Technology support available online and by phone seven days a week
Phone: 956-872-2598
Email: support@southtexascollege.edu

SAFETY FIRST
- Face masks required
- Rooms disinfected between classes
- Social distancing maintained

Do not visit the campus if you are experiencing COVID-19 symptoms or have been in contact with someone who has or thinks they may have COVID-19

The safety and well-being of all South Texas College students, faculty, and staff is our highest priority. This course structure may be modified should new state or federal guidelines be released.

For more details, visit our website at www.southtexascollege.edu

Review and Recommend Action on Proposed 2021 – 2022 Academic Calendar

The Education and Workforce Development Committee is asked to review the proposed 2021 – 2022 Academic Calendar and recommend Board approval as presented.

The Academic Calendar Steering Committee, which includes membership from each area of the College and Student Government representation, has developed the FY 2021 – 2022 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 approved by the Academic Calendar Steering Committee and has been reviewed and approved by the President's Cabinet.

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

The Committee is asked to recommend Board approval of the 2021 – 2022 Academic Calendar as presented.

2021-2022 Calendar

Fall Semester 2021 (August 23 - December 12)

August 6 (Friday)..Chair Meeting
August 11 (Wednesday)..New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
August 12 (Thursday) ....New Faculty Orientation
August 13 (Friday)...New Faculty Service Area Tour
August 16 (Monday)..Faculty Return – Academic Affairs Convocation / Division Meetings
August 17 (Tuesday)..Faculty Preparation Day / Departmental Meetings
August 18 (Wednesday)..Faculty Preparation Day / Departmental Meetings
August 19 (Thursday) ....Faculty Preparation Day / Distance Learning Symposium / Full-Time Faculty Teaching Dual Credit Courses PD Day / Departmental Meetings
August 20 (Friday) ....Faculty Preparation Day / Departmental Meetings
August 21 (Saturday) ....Adjunct & Dual Credit Faculty Professional and Organizational Development Day
August 23 (Monday) ....Classes Begin
September 6 (Monday)...College Closed – Labor Day
September 8 (Wednesday) ....Census Day - Twelfth Class Day
September 24 (Friday) ....College Closed – College-Wide Professional and Organizational Development Day
November 12 (Friday)..Last Day to Withdraw
November 25 – 28 (Thursday – Sunday) ....College Closed - Thanksgiving Holiday
December 6 – 12 (Monday – Sunday) ....Finals
December 11 (Saturday) ....Commencement Ceremonies*
December 11 (Saturday) ....Certificate and Degree Award Date
December 12 (Sunday)...End of Term
December 13 (Monday) ....Grades Due Date
December 18 – January 4 (Saturday – Tuesday) Winter Break (College Closed)

* *May vary depending on facility availability.*

Spring Semester 2022 (January 18 – May 12)

January 5 (Wednesday)..**College Opens** – Staff return
January 5 (Wednesday)..New Faculty Start Date – New Faculty Benefits & Orientation (Human Resources)
January 10 (Monday) ....Faculty Return – Division / Department Meetings
January 11 – 14 (Tuesday-Friday) ....Faculty Preparation Day / Departmental Meetings
January 15 (Saturday) ....Adjunct & Dual Credit Faculty Professional and Organizational Development Day
January 17 (Monday) ....Martin Luther King, Jr. Day – College Closed
January 18 (Tuesday) ....Classes Begin
February 2 (Wednesday).......................................Census Day - Twelfth Class Day
February 11 (Friday)..College Closed - College-Wide Professional and Organizational Development Day
March 14 – 20 (Monday - Sunday).......................College Closed - Spring Break
April 14 – 17 (Thursday – Sunday) ....College Closed - Semester Break
April 18 (Monday) ....Last Day to Withdraw
May 6 – 12 (Friday – Thursday) ....Finals
May 12 (Thursday) ....End of Term

May 13 – 14 (Friday - Saturday)...........................Commencement Ceremonies*
May 13 – 14 (Friday - Saturday)...........................Certificate and Degree Award Date
May 16 (Monday) ....Grades Due Date
May 30 (Monday) ....College Closed – Memorial Day

*May vary depending on facility availability.

Summer Session 2022 (June 6 – August 12)

June 6 (Monday) ....Classes Begin
June 10 (Friday) ....Staff – South Texas Leadership Academy
June 14 (Tuesday) ....Census Day - Seventh Class Day
July 4 (Monday)..College Closed-Independence Day
July 11 – 12 (Monday & Tuesday) ....No classes
July 28 (Thursday) ....Last Day to Withdraw
August 11 (Thursday) ....End of Term/Finals (Classes Meeting M-R)
August 12 (Friday)..End of Term /Finals (Classes Meeting M-F)
August 15 (Monday)...Grades Due Date

SI – Minimester (June 6 – July 7)

June 6 (Monday) ....Classes Begin
June 9 (Thursday) ....Census Day - Fourth Class Day
June 29 (Wednesday)..Last Day to Withdraw
July 4 (Monday)..College Closed-Independence Day
July 7 (Thursday) ....End of Term/Finals
July 11 (Monday)..Grades Due Date

SII – Minimester (July 13 – August 12)

July 13 (Wednesday)..Classes Begin
July 18 (Monday)..Census Day - Fourth Class Day
August 5 (Friday)...Last Day to Withdraw
August 11 (Thursday) ....End of Term/Finals (Classes Meeting M-R)
August 12 (Friday)..End of Term /Finals (Classes Meeting M-F)
August 15 (Monday)...Grades Due Date

Committee Membership and Timeline

Academic Calendar 2021-2022

Updated February 28, 2020

Committee Membership

Christopher Nelson, CSL	Erika Leal, OPOD
Christina Cavazos, CSL	Alejandra Cantu, Dual Credit Programs
Miguel Carranza, Student Financial Services	Monica Perez, VPAA
Jesus Campos, IS&P	Wendi Williams, Faculty Senate
Cynthia Blanco, Admissions	Joel Jason Rodriguez, Council of Chairs
Jesus Ramirez, Admissions	Mehrzad Mahmoudian Geller, MSB (faculty)
Ray Pedraza, Public Relations	Erika Guerra, BPST (faculty)
Carlos Hernandez, Human Resources	Alfonso Uribe, LA (faculty)
Norma Jimenez, Business Office	Fred Cady, SBS (faculty)
Willie Langley, Purchasing	Theresa Garza, NAH (faculty)
Jose Palacios, Student Government	

Timeline and Process

February 28, 2020	Calendar Committee meet to propose a preliminary draft calendar.
March 2 – March 31, 2020	Time for review and feedback by faculty and staff. Committee members distribute the draft calendar to faculty and staff in their area for feedback. **Feedback due by March 31, 2020.**
April 3, 2020 (tentative)	Calendar Committee meets to review feedback faculty and staff.
April 13 – May 8, 2020	Draft Calendar will be presented to Academic Council, Planning and Development Council, President's Administrative Staff, Council of Chairs, and Faculty Senate.
May 11 – May 15, 2020	Calendar Committee members will vote on the Final Draft Calendar.
May 18, 2020	Final Calendar will be submitted to the Vice President for Academic Affairs.
June 9, 2020	Final Calendar will be presented at the Board of Trustees Education and Workforce Development Committee Meeting.
June 23, 2020	Final Calendar will be submitted to the Board of Trustees.

Review and Recommend Action on Proposed FY 2020 - 2021 Committee Meeting Schedule

The Education and Workforce Development Committee is asked to review the following proposed 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 2020 - 2021 at the July 28, 2020 Regular Board Meeting.

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

Weekday	Date	Meeting Time
Tuesday	September 8, 2020	3:30 p.m.
Tuesday	October 13, 2020	3:30 p.m.
Tuesday	November 10, 2020	3:30 p.m.
Tuesday	December 8, 2020	3:30 p.m.
Tuesday	January 12, 2021	3:30 p.m.
Tuesday	February 9, 2021	3:30 p.m.
Tuesday	March 9, 2021	3:30 p.m.
Tuesday	April 13, 2021	3:30 p.m.
Tuesday	May 11, 2021	3:30 p.m.
Tuesday	June 8, 2021	3:30 p.m.
Tuesday	July 13, 2021	3:30 p.m.
Tuesday	August 10, 2021	3:30 p.m.
Tuesday	September 14, 2021	3:30 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 3:30 p.m. There may be some deviation based upon scheduling conflicts, and any adjustments will be communicated with as much early notification as practical.

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 2020 - 2021

SOUTH TEXAS COLLEGE

September 2020

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 2020

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 2020

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 2020

S	M	T	W	TH	F	S
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6	7	8	9	10	11	12
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January 2021

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31						

February 2021

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28						

March 2021

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April 2021

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May 2021

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June 2021

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July 2021

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August 2021

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September 2021

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Legend:
- 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, 3:30 p.m.
* Facilities Committee: 2nd Tuesday of the month, 4:30 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.

Revision Date: 06/26/2020
Board Approved: pending

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Review and Recommend Action as Necessary on Proposed New Policy #6112 *Freedom of Expression*

The Education and Workforce Development Committee is asked to recommend Board approval of the proposed new Policy #6112: *Freedom of Expression*.

Justification – The proposed new policy is necessary to comply with Senate Bill 18 of the 86th Texas Legislature, which required the establishment of a Board Policy detailing students' rights and responsibilities regarding expressive activities at the institution.

SB 18 outlined specific requirements of the policy and procedures that are required of institutions of higher education in Texas, including South Texas College.

Administration developed Policy #6112 as presented in coordination with faculty and staff representatives. Policy #6112 was also reviewed by Mr. Jose Guerrero, legal counsel for personnel issues, who provided feedback and guidance to administration in the development of this policy. The Policy was then reviewed by the President's Cabinet, and is presented for the Committee's review and recommendation of Board action at the July 28, 2020 Regular Board Meeting.

SB 18 required the adoption of a policy addressing these issues no later than August 1, 2020,

Enclosed Documents - The proposed new policy is provided in the packet for the Committee's review and information. A copy of SB 18 is also provided for the Committee's review.

It is requested that the Education and Workforce Development Committee recommend for Board approval the proposed new Policy #6112: *Freedom of Expression*, as presented and which supersedes any previously adopted Board policy.

Title	**Freedom of Expression**	**6112**
Legal Authority	**Approval of the Board of Trustees**	**Page 1 of 2**
Date Approved by Board	**As Adopted by Board Minute Order Dated July 28, 2020**	

I.   Purpose

The purpose of this policy is to detail the rights and responsibilities related to expressive activities of persons on campus. South Texas College recognizes freedom of speech and assembly as central to the mission of an institution of higher education and ensures that all persons may assemble peaceably on the campuses of the College for expressive activities, including to listen to or observe the expressive activities of others, as set forth in this policy.

II.   Policy

The College shall ensure that common outdoor areas of the College campuses are deemed traditional public forums. The College shall permit any person to engage in expressive activities in these areas of the College campuses freely, as long as the person's conduct is not unlawful, and does not materially and substantially disrupt the functioning of the institution.

The College reserves the right to impose reasonable restrictions on the time, place, and manner of expressive activities in the common outdoor areas. These restrictions shall be narrowly tailored to serve significant institutional interests; employ clear, published, content-neutral, and viewpoint-neutral criteria; provide for ample alternative means of expression; and allow members of the College community to assemble or distribute written material without a permit or other permission from the institution. The establishment of traditional public forums and reasonable restrictions thereon does not limit the right of student expression at other campus locations or prohibit faculty members from maintaining order in the classroom.

STUDENT RIGHTS AND RESPONSIBILITIES
Student rights and responsibilities regarding expressive activities shall allow any person to engage in expressive activities on campus, including by responding to the expressive activities or others, subject to the reasonable restrictions imposed by the College. The College shall establish disciplinary sanctions for students, student organizations, faculty, or any other individuals or groups who unduly interfere with the expressive activities of others on campus.

The College shall maintain a grievance procedure for addressing complaints of violations of interference with the expressive activities of others.
- Student rights and responsibilities regarding expressive activities shall be included in the Student Code of Conduct and published in the Student Handbook.
- Employee rights and responsibilities regarding expressive activities shall be included in the Employee Handbook and Faculty Handbook.
- The rights and responsibilities of other individuals and groups, regarding expressive activities, shall be included in the College Facilities Procedures.

The College shall not take any action against a student organization or deny the organization any benefit generally available to other student organizations at the College on the basis of a political, religious, philosophical, ideological, or academic viewpoint expressed by the organization or of any expressive activities of the organization.

SPEAKERS ON CAMPUS
Student organizations, faculty, and staff shall be allowed to invite speakers to speak on campus. In order to approve a speaker to speak on campus or in order to determine the amount of a fee to be charged for use of College facilities for purposes of engaging in expressive activities, the College will consider only content-neutral and viewpoint-neutral criteria related to the needs of the events. The College shall not consider any anticipated controversy related to the event in the approval process.

Procedures for the use of College facilities are available to enrolled students in the Student Handbook and to College employees in the Faculty Handbook and Employee Handbook. This policy and related procedures shall be disseminated electronically to students during orientation and shall be posted to the College website.

III.   History

Origination Date Approved by Board:
July 28, 2020