

Alvin Community College
Brazosport College
Blinn College
College of the Mainland
Galveston College



Houston Community College System
Lee College
Lone Star College
San Jacinto College District
Wharton County Junior College

**Minutes from
Meeting: Tuesday, February 12, 2019 10:00 am – 1:00pm
Hosted by: Lone Star College**

Web Attendees:

Cindy Ullrich – BC	George Gonzalez – SJ	Maria Fargo – SJ
Leslie Cummings – BC	Michelle Callaway – SJ	Marco Lozano - SJ

In Person Attendees:

Tammy Braswell – ACC	Martha Oburn – HCC	Jae Jung - LSC
Amber Lummus – COM	Stan Hall – HCC	Jacqueline Goffney - LSC
Sarah Flores – COM	Deseree Probasco – LSC	Cathy Hooper - LSC
Staci Mizell – COM	Janet Flores – LSC	Kawan Jaramillo - LSC

1. Call to order- Deseree Probasco, President
2. Amber Lummus moved that the minutes from February 12, 2019 be approved. Staci Mizell seconded. Motion passed unanimously.
3. Old Business
 - a. Deseree is behind on sending out the transfer institution crosswalk, but will have it sent out by the end of February. HCC asked about the impetus of the project. The purpose of the project is to see where we overlap and to determine best practices in obtaining first term GPA on former community college dual credit students.
 - b. No other old business
4. New Business
 - a. Using CB data- Colleges shared how and when they use CB flat files for institutional reporting. CB data does not include flex entry. Define when to use CB vs system. LSC is currently setting up a data warehouse and will be importing the certified files in order to use them and create reports. COM uses a SQL database (with ACCESS front end) to house certified reports. Uses IPEDS calculated race/ethnicity. Translates SSN to ID. Uses interim files at census date for headcount reporting and fact sheets. SJC renames columns using SAS. Uses CBM for all “official reports.” Uses data generated for CB in daily snapshot reports, prelim data on census date for snapshot. Certified data in October to create fact sheet. IPEDS reporting. HCC uses

files to check programming of CB reporting. They had trouble translating files to PeopleSoft. Cleaning up 10 years of CB data before loading into Oracle database to be able to join with other data.

- b. Guided Pathways- How and what are you doing. COM has 10 subcommittees. SJC has Student Success Council that incorporates students. Alvin has co-req model. LSC assists with homework and data monitoring, program and curriculum team data. Not on implementation teams. HCC has Center of Excellence and all fields of study are mapped to centers of excellence
- c. Zip Codes- CB lists of external learning sites. Can all colleges provide SJC with list of service area ISDs? Deseree suggested also including service area ISDs as many zip codes overlap. SJC will gather and disseminate. (can you add +4 on zip codes?)
- d. Has anyone else worked with Equifax? LSC- yes, met with sales reps. They would not deal with us or provide sample dataset specific to LSC. Same with other colleges. SJC will share TWC contact and contract information to find out similar information. TWC did 35,000 records for about \$2,200.
- e. What is your college's survey policy? LSC- System has Survey Monkey and we point all users to that for self-service. HCC has Qualtrics site license and everyone is on their own for surveys. SJ requires any survey to students or college community to have approval from IR, so there are rogue surveys. ACC same as SJ.

5. Presentations

- a. Jae presented on R Statistics in PowerBI- Full presentation at TAIR.
- b. Volunteer for Presentation
 - a. HCC volunteers to present at May meeting, which they will host.

6. College Reports:

Alvin- both HC and CH down slightly. Working on our decennial report for SACS under the 2018 Principles of Accreditation as the class of 2021. Attending TAIR; Pat presenting. Presented at LEAP. Hiring Executive Director. Position starts in March. QEP initiative.

Blinn- Not attending

Brazosport- Headcount and CH down slightly. ISD endorsements with pathways can transfer into college curriculum. Using Catalyst Model. Complete HS and BAT 3 years after High School Welding AS degree 1 year after High School. Students must be recommended to this program. Presenting with ZogoTech at TAIR.

COM- HC and CH up 5%. Cheryl Young left COM position after Christmas. Hiring Research Specialist. Going to TAIR. SACSCOC 5th year coming up. Member of Excellence in Academic Advising – Inaugural group. Conference facility complete. SAS Global Forum.

Galveston- Not attending

HCC- HCC had their kickoff for SACSCOC. Going through transformation of the office and organization. HC down 3% CH down slightly; HC down .2% with flex entry CH up .45 with flex entry. Culinary Arts building. Stan Hall is the new analyst.

Lee- Not attending

LSC- HC down 3.8% duplicated CH down between 1 and 2% After about 18 months, Kingwood location is back open for Spring 2019. IR is fully staffed after 10 years. Presenting at TAIR.

San Jacinto- SACSCOC visit October 29-November 1, 2018 went really well and awaiting official notification. HC is up 1.7% and CH up 0.3%.

Wharton- Not attending.

7. Adjournment