

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 11, 2020 10:00 am – 1:00pm
Hosted by: Brazosport College**

Web Attendees:

George Gonzalez – SJC
Marco Lozano – SJC
Pam Shefman - ACC

Michelle Callaway - SJC
JoAnn Buentello – GC

Maria Fargo – SJC
Carmen Allen – GC

In Person Attendees:

Tammy Braswell – ACC
Sarah Flores – COM
Kawan Jaramillo – LSC

Leslie Cummings – BC
Cindy Ullrich – BC
Lauren Harper – COM

Amber Lummus - COM

1. 10:05 a.m. Call to order- Tammy Braswell, President
2. Lauren Harper moved to approve the minutes from October 22, 2019. Leslie Cummings seconded.
3. Old Business
 - a. GCAIR Directory
Michelle Callaway is taking the lead on updating the Institutional Directory for GCAIR. She asked that we review the current directory and discuss any desired changes. The Institutional Directory was last updated in February 2016.
Suggestions included: scope of the office (e.g. is IE, Assessment part of your duties), information on data warehouse used, how end users access and interact with data, survey software, etc.
Michelle will create a new template and send on to Tammy for further distribution.
 - b. Transfer Reporting
Lone Star College opened the question of how different institutions are defining cohorts of transfer students – how are they identified and defined?
Discussion included: how often to pull National Student Clearinghouse information, if anyone uses NSC StudentTracker Premium, if students count as transfer only after Core Completion or a Degree or a certain number of hours. Multiple institutions use the cutoff of earning at least 15SCH before leaving.

- c. Other Topics of Discussion by Membership
 - Discussion about the College Board Survey. Multiple institutions participate by sending the Common Data Set.
 - Discussion about participation in the Petersons Survey.
 - Discussion regarding how often institutions do the SENSE and CCSSE.

4. New Business

- a. Discuss Perkins Special Populations data
 - The new Perkins Grant requirements require some special population disaggregations that are not commonly tracked. COM wanted to know how other institutions are gathering this information. If at all – self-reported on Application.
- b. Houston GPS Recent Data Submission
 - Discussion regarding the Houston GPS data submission that was recently due. It was agreed that some of the definitions/parameters did not make sense for community colleges. It was agreed to send a letter with feedback from GCAIR (all Houston GPS community college members are also GCAIR members). Sarah will compile the feedback together and the letter will come from Tammy as President of GCAIR.
- c. Grants
 - Discussion of how our offices interact with Grant offices. It was generally agreed that a closer working relationship and working together at the creation of the grant and data definitions is better.
- d. Conferences: TAIR – March 1-4 in San Antonio
 - Discussion of upcoming conferences and who will be attending TAIR.
- e. Other Topics of Discussion by Membership
 - Discussion of the definition of “first generation”. Do mother and father BOTH need to have attended college (or received a degree) to count as not first generation? The federal definition is that one parent having a Bachelor’s degree would make a student not first generation.
 - Discussion of the pros and cons of different survey and course evaluation tools.

5. Presentations

- a. Cindy and Leslie of Brazosport College presented selected PowerBI dashboards with aggregate level data. One dashboard tracked students’ placement scores and subsequent enrollment and success in different Math courses. The other dashboard tracked Dual Credit students by High School and grade level who had taken TSI. They also showed a front facing Enrollment Report based on aggregate level data pulled together in SPSS.

There was discussion of how different institutions have rolled out dashboards to end users.

6. College Reports:

Alvin- Current Enrollment Profile: ACC’s certified Spring 2020 unduplicated headcount is 5,375. This is a 2.7% increase from Spring 2019.

College News: ACC’s SACSCOC decennial compliance report is being submitted to SACSCOC on February 14. Our QEP is under development with the theme of improving advising through case management. We have begun pulling together the THECB Core Curriculum Report that is

due as well. ACC hired a new Chief of Police, and Learning Commons Director, Student Activities Coordinator.

Departmental News: Pam, Pat, and Tammy attended the 2019 SACSCOC Annual Meeting at George R Brown December 7-10, 2019. We came away with some good information to help polish up the compliance report. Temporary relocation of departments is underway and IER will be at a temporary location in September/October timeframe. Pat is going to attend TAIR and as soon as AIR opens, Tammy is scheduling to go.

Blinn- Not attending.

Brazosport – Current Enrollment Profile: Contact hours up 1.5%.

College News: The former Vice President of Academics and Student Affairs is now President of Lee College and Brazosport is searching for a new Vice President as well as various other director positions. They also have opened Gator Mart in partnership with the Houston Food Bank to provide food for students. Also incorporated is a clothing closet. Students can access these services twice a month. Student use has exceeded expectations. A partnership to create health services for student use either with insurance or on a sliding scale is also in progress. Departmental News: A new SIS has been selected – Campus Management is expected to be live in Spring 2021.

College of the Mainland - Current Enrollment Profile: COM is up 2% for Spring enrollment. Dual credit enrollment was up by 10%. Contact hours were up 1%.

College News: Construction is underway on the new Administration building and walls have started going up on the new STEAM building.

Departmental News: Assessment is being revamped and a new process will be implemented in the next year.

Galveston - Current Enrollment Profile: We continue the trend of being down from the previous academic year (a banner year), but up from two years ago. Spring headcount is down 3% from 2019, but up 3% over 2018; contact hours are also down 3% from 2019, but up 8% over 2018.

College News:

- Our SACSCOC Fifth Year Interim Report is due in September.
- Construction continues on the Abe and Annie Seibel Foundation Student Residences at GC. The complex is on schedule to open in fall 2020 and will house up to 80 students. This will be the first time GC has student housing available for non-athletes.
- We are developing a Bachelor of Science in Nursing, scheduled to begin classes in fall 2021 (pending all approvals). This will be our second bachelor's degree.

Departmental News:

- We continue our search for a new IE platform. There have been demonstrations of three systems (Weave, Campus Labs, and AEFIS). We would like to roll out new system this fall.
- An interactive fact book will be published online this spring.

Houston Community College - Not attending.

Lee - Not attending.

Lone Star College – Current Enrollment Profile: Up in headcount and 2.5% in contact hours.

College News: The Kingwood campus is looking for a new President as the prior is retiring. North Harris campus has an interim President.

Departmental News: There will be a new analyst for Houston North starting this month. A Professional Analyst II position will be posted soon.

SJC – Current Enrollment Profile: Flat in headcount and contact hours.
College News: Bachelors of Natural Science Degree in Nursing has been approved and will start this Fall with a cohort of 20 students who have earned an ADN to be eligible.

Wharton - Not attending.

7. Adjournment

DRAFT