

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, May 21, 2019 10:00 am – 1:00pm  
Hosted by: Houston Community College**

**Web Attendees:**

Teri Walker - COM

**In Person Attendees:**

Pam Shefman – ACC	Carla Fearnley - HCC	Deseree Probasco – LSC
Tammy Braswell – ACC	Hazel Milan - HCC	O'Brien Hughes – LSC
Cindy Ullrich – BC	Mario Heredia - HCC	Kawan Jaramillo - LSC
Leslie Cummings – BC	Stanley Hall – HCC	Maria Fargo - SJC
Amber Lummus – COM	Glenda Barrett - HCC	George Gonzalez - SJC
Sarah Flores – COM	Raymond Golitko - HCC	Michelle Callaway - SJC
Lauren Harper – COM	Andrea Burrige - HCC	
Martha Oburn – HCC	Nishantha Gajanayake - HCC	

1. 10:05 Call to order- Deseree Probasco, President
2. After correction to SJC in the minutes, Martha Oburn moved that the minutes from February 12, 2019 be approved. Sarah Flores seconded. Motion passed unanimously.
3. Old Business
  - a. Discussion about zip code analysis. SJC has interest due to off-site clinicals. They want to be sure they hold their clinicals in the SJC service area. Maps are created using SAS and Alteryx.
  - b. Course evaluations – SJC uses Explorance Blue that can also do other surveys, implementation was easy, ease of use and reporting, used CourseEval for 5 years then switched to Blue, 30% response rate; BC uses Class Climate; LS does not handle course evaluations. Some departments do course evals and some do not; ACC uses CourseEval through Campus Labs had 43% response rate.
4. New Business
  - a. Maybe create a handbook for instructions on GCAIR online meetings to include a sample template for online meeting instructions. Each school send specs of what they would do to set up an online/remote meeting.

- b. Deseree has a college update template for all schools to use in documenting updates for each meeting. We will test the template for the July meeting to see if it works for everyone.
- c. Discussion about Workforce Program Review/Annual Report Cards. New Academic Affairs staff member is interested in workforce vs academic report card as part of program review process. The debate is how to determine student's program using enrollment vs using major that is in the system since major may not reflect what student is truly taking. BC - has 10 items and narrative. They pull data from ZogoTech. In the past, programs would call IR for this data, but now can look at BPRS. The BC program manager would get data that describe the program. BC programs defined by CIP and HEGIS codes (old codes); LSC - pull majors and non-majors based on coursework; COM - worked with faculty and deans to create an excel spreadsheet of programs and data of course crosswalk manually updated instead of declared major; SJC - considers the courses that are unique to the program. Two courses/2 semesters in a row to use as cohort rather than declared major. Used publication builder that is used to build the catalog – disregards student's plan. What is the percentage of courses that are unique to any single program? HCC - has weekly reports of how many student are in each major. Other institutions use course crosswalk and rely less on declared major.
- d. Discussion about co-req data. COM looks at all developmental courses for all student completing developmental education and completed college courses. Asked for GCAIR to share the success of each school's co-req model. How does your implementation look? What methods are you using? What percentage of courses are co-reqs? What are the completion and success rates? HCC – changes to how it looks. They used focus groups. HCC had best success with ENGL/ESOL students. Math was harder to transition. Faculty relationship is important. BC – time length of co-req courses and number of weeks of the course; SJC – how do they do in the next course in the sequence if they move on? Action: Amber and Deseree will create a form for GCAIR to share co-req information. Deseree will send out Data Institute project on co-req research.
- e. CCPI Data team: COM, BC, ACC on the data team for Community College Petrochemical Initiative. Allows for discussing what data to collect and how to collect it.

## 5. Presentations

- a. HCC Tableau Presentation by Andrea Burrridge.
- b. Volunteer for Presentation - SJC meeting location with no formal presentation

## 6. College Reports:

Alvin- Summer enrollment HC is up 13% and CH is up 12% compared to the same time last year, but we have a long way to go to census. Fall enrollment HC is up 44% and CH is up 37% compared to the same time last year, but we are still 98 days from 1<sup>st</sup> class day. We had our first semester of Campus Labs Online Course Evaluation system and exceeded our response rate goal of 40%. There were also very few support requests from students or faculty with regards to logging in. Initial drafts of our decennial have been turned in for review by our teams and work on the QEP has started.

Blinn- Not attending.

Brazosport- Summer I enrollment HC is up 1.5% and CH up 4.5% while Summer II is down slightly over last year. Fall enrollment is down slightly from this time last year. We are in the

final stages of decision on a new Student Information System vendor. BC is beginning to use PowerBI. The Catalyst Program or “Signing Day” takes place at local area high schools. The Strive 2 Drive program just gave away the 2<sup>nd</sup> car. AIR Conference 2019 – Cindy Ulrich is attending.

COM- Summer 2019, we are up 7% in HC and 6% in CH. Fall 2019, we are up 4% in HC and 4% in CH. Dual credit accounts for most of the growth. We are currently searching for an Institutional Effectiveness Coordinator. Lauren Harper joined our office as Research Specialist in March. Our new Vice President for Instruction, Dr. Jerry Fliger, starts in June. We have 3 new Board of Trustee members – Dr. Verna Henson, Dawn King, and Bill McGarvey.

Galveston- Not attending

HCC- Spring HC was down 1.5% and Summer is down 1%. The IR office will transform this summer. Half of student services are interim added to our challenges of getting things done. Budget is on chill at the moment. The Board raised tuition the first time in 10 years. Our Strategic Plan is due in August.

Lee- Not attending.

LSC- For Summer 2019, Lone Star is down 10.5% in duplicated HC, but with changes to course selection, there is less of a deficit in unduplicated students. We are in the process of deciding how best to report out “public” HC. For Fall 2019, Lone Star is down 1.8% in duplicated HC, and down less than 1% in enrollments, credit and contact hours. LSC has started tracking enrollments for LSC-Houston North, which will open in August. LSC has named Dr. Quentin Wright as President of LSC-Houston North, and we have hired Dr. Archie Benson as Vice Chancellor for Student Success. IR is currently full-staffed, but our Analytics department is looking for a senior developer, a database developer, and a BI Infrastructure manager. All positions will be posted soon. We will also be positing an analyst position to cover LSC-Houston North (at Greenspoint), upon budget approval. Deseree will be presenting at AIR Forum, and submitting a proposal for SAIR. Deseree and several analysts will also be attending the ESRI User Conference in July. LSC held the second Data Institute graduation o May 17<sup>th</sup> for 16 Fellows. Data Institute has currently trained 32 researchers, and will take applications for the third cohort in October.

SJC- Spring is up 5%, just under 30,000 enrollment, which is the highest ever (due to dual enrollment). Summer HC is down 1.7% and 2.4% in CH. Institutionally, SJC is in the top 10 for Aspen 2019 and number 6 in the nation. We will visit Indian River Community College (winner) to help direct and understand how to improve our process to win Aspen. The new tuition model goes into effect for Fall 2019. No fees with \$78/credit hour in district and \$156/ credit hour out of district.

Wharton- Not attending.

7. Adjournment
8. Demo of Maker Space at HCC's West Houston Institute