



MEMORANDUM

Vice President of Educational Services

To: Dr. Glenda O. Barron
From: Dr. Mark A. Smith
Subject: October 2017 Educational Services Report

EDUCATIONAL SERVICES PRESENTATION

“Perkins Leadership Grants” by Dr. Lesley Keeling-Olson.

STRATEGIC PLAN UPDATE

Dr. Mark Smith will provide the monthly strategic plan update. This month’s report will cover the following:

Goal 1. Foster Student Success

Objective B. Increase students’ attainment of recognized credentials

Strategy 3. Assess the need for alternative credential programs. (Marketable Skills Awards and other industry certifications)

Measure 1. Develop, modify, or eliminate marketable skills awards as recommended by the program advisory committee or as listed on the targeted occupation list

COMMUNITY INITIATIVES AND SPECIAL PROGRAMS

Career and Technology

Temple College will be launching a new career exploration and labor market software this fall called Career Coach. Developed by Emsi, Career Coach was created to help learners achieve their career goals through the college’s programs. Career Coach helps drive learner success by connecting current and prospective learners to career pathways, and career pathways to program offerings. Learners can take a 6 or 60 question personality-to-career quiz to explore careers based on their strengths, or start by searching any program or career to immediately jump into various career and education paths.

Achieving the DREAM

DREAM 2018

February 20-23, 2018

[Gaylord Opryland Resort and Conference Center](#)

DREAM is the annual convening of Achieving the Dream (ATD). It brings together more than 2,300 higher education leaders, policy-makers, investors, thought leaders, and practitioners from more than 200 community colleges dedicated to improving student success.

DREAM 2018 provides opportunities for attendees to share and reflect on lessons from experience with ATD; deepen understanding about ways to increase learner success and to scale innovation; increase capacity for data analysis, program evaluation, and learner-centered, data informed decision-making; and continue to build learning communities within the ATD Network.

Temple College will be sending two yet-to-be-named employees to the conference as part of our membership in the initiative.

SACSCOC

The Southern Association of Colleges and Schools Commission on Colleges will conduct its 122nd Annual Meeting at the Kay Bailey Hutchison Convention Center in downtown Dallas, Texas, December 2-5, 2017. This year's meeting will engage participants in sessions based on theory, research, and practice that focus on this year's theme, "Students Are the HEART of Education." The conference will highlight the sharing of ideas and strategies among member institutions that have led to improved results and lessons learned in the form of workshops, concurrent sessions, group discussions, and poster sessions. Workshops and sessions will feature content within the following tracks:

- Helping Institutions Succeed
- Engaging Students
- Assessing Student Learning Outcomes
- Reflecting for Improvement
- Teaching and Learning

In addition to the professional development opportunities, The College Delegate Assembly will consider the recently proposed new Principles of Accreditation at the Annual Business Meeting in December. The Principles Review Committee spent 18 months reviewing comments and input from constituents at institutions throughout the 11 states of the Southern region. If approved, the *Principles* will become effective January 1, 2018.

ACADEMIC OUTREACH & EXTENDED PROGRAMS

ELearning

Mr. Brian St. Amour, eLearning Director, reports that eLearning staff are working on the inactivation of summer semester D2L shells, which is scheduled for October 28 including lockdown from D2L support. The staff is also working on the following fall 2017 semester operational items: assisting faculty with 2nd 8-week course setups and publisher integrations, tweaking D2L course shells, working special requests from faculty for section combinations and splits, enabling publisher integrations, and drafting and seeking approval for the eLearning Workshop for Students schedule.

ELearning staff is also supporting the CMA classes by managing the enrollment of students in Module 2: Infection Control, which is scheduled for 19 October. Support for the Dual Credit program was needed to handle an issue with Belton New Tech High School (BNTH) students enrolled in Internet GOVT-2305-1019 and the requirement to use Respondus Lockdown Browser on school issued MacBook Pros. Downloading of Respondus requires disabling of Remote Management and Remote Login, which they cannot do as it interferes with their mandatory Casper Remote Management System. Brian is working with the BNTH and their Technology Technician to determine if there is a way to use Respondus without disabling Remote Management or Remote Login. BNTH counselor Ms. Susan Baggett is working with impacted students to provide alternative testing options.

Strategic Goals and Objectives, Goal 1. Foster Student Success data for FA2016 was gathered, analyzed, and results were forwarded to Dr. Spencer to include in the master spreadsheet. The eLearning staff is continuing to work with Admissions, Recruitment & Retention, Advising, ITS, and Institutional Effectiveness, Research, and Planning on how to best make sure learners enrolled for the first-time in internet (INT) or hybrid (HYB) courses

are enrolled in an eLearning Workshop for Students to meet the goal of the Strategic Plan; while all first-time in college at Temple College (FTIC) learners who are registered in New Student Orientation are also registered in eLearning Workshop for Students. The one-hour eLearning Workshops for Students provides learners with an introduction to technology tools and platforms critical to their success at Temple College to include; TC email, TConnect, Payments & Refunds, Leopard Alert, Library Services, Help Desk, Computer Lab, Bookstore, Publisher Integrated Software, in addition to D2L.

Dual Credit (DC)

No report.

EWCHEC-TAYLOR

On Thursday, September 21, 2017, the hot water and gas were restored at the EWCHEC-Taylor building. Dr. Majumdar Sudeep, microbiology instructor, was thrilled so that instruction in the microbiology lab can get back to normal.

On Wednesday, September 27, Mr. John Wuensche shared with Office Manager, Kim Townsend, issues that the Fire Inspector pointed out in the building that need to be corrected. Many of the problems revolve around wiring that is utilized daily, but is not permanent in addition to lab problems in the microbiology prep lab Temple College staff are working to correct identified violations.

Legacy ECHS

Dr. Daniel Spencer, AVP Academic Outreach, and Ms. Kristen Griffith, Dual Credit Director, and Taylor office staff have been working with Legacy Early College High School (ECHS) Principal, Ms. Rosemary Kelly, to confirm Legacy ECHS spring schedule requests and to field various concerns submitted to Temple College about the cost of textbooks and access codes.

Texas Bioscience Institute (TBI)

TBI advising staff is busy counseling students for spring registration and tweaking spring schedules. All fall 2017 semester classes are off to a great start. Ninety-five juniors and ninety seniors are enrolled in classes at TBI.

The newly implemented COSC 1336 Programming Course for the Technology track at TBI is going well for first semester. The instructor raves about the TBI students compared to his main campus class.

A new contact with Baylor University Biology Department, Ms. Brooke Morris (a mother of a former TBI student) works at Baylor and is currently a Ph.D. candidate at Baylor. The Baylor University Biology Department has asked if they could provide Ph.D. candidates for Friday lectures as part of community service for their department. Mr. Luke Lichtenwalner also put Ms. Brooks in contact with Dr. John Idoux. There may be a chance to have Summer Research opportunity with Baylor's Physics Department.

Mr. Luke Lichtenwalner made finally coordination with UMHB for October Pre Health Profession and Engineering Seminar. Will include UMHB Campus tour with Lunch in the Dining hall for all students.

EWCHEC-HUTTO

Several community events and meetings will be held at EWCHEC-Hutto during October.

- Texas Fire Chiefs Association Meeting – October 3
- Hutto EDC Power Breakfast – October 5
- Domestic Violence Awareness Event – October 10
- Chamber of Commerce Power Luncheon – October 11

Recruiting/Public Relations Events:

- Hutto Education Foundation Golf Tournament (Give-a-ways) – October 2
- Burnet HS Tour – October 11
- McNeil HS Tour – October 18
- FAFSA Saturday at Hutto HS – October 21
- Hutto Old Thyme Days – October 21-22
- TSTC Welding Pro-Am Event – October 28

STUDENT & ENROLLMENT SERVICES

General Information

Second 8-week registration is currently ongoing. Classes will start October 23, 2017. Spring 2018 priority registration will begin October 23, 2017, and regular registration will start October 30, 2017.

During the month of September 2017, Admissions and Records entered 236 new and readmission applications. As a result, approximately 232 emails notifying perspective learners of acceptance to Temple College were sent electronically. The acceptance letters notified perspective and returning learners of the necessary steps to registration at Temple College as well as the availability of TConnect.

Admissions and Records entered 3,476 transcripts in learners' records. Information from external transcripts is used for testing and course evaluations so that learners can, among other things, register for classes, receive an accurate degree plan, and apply for graduation.

Ms. Vicki Hanaway, Admissions and Records Technician, is processing 25 reverse transfer graduation perspective learners from Sam Houston State University.

As of September 25, 2017, the Advising Center Staff, Ms. Danya Bailey, Ms. Emily Brighi, Ms. Allison Mankin, Ms. Katie White, and Mr. Kenny Boshier contacted 116 newly admitted and re-admitted AA (Associate of Arts)/AS (Associate of Science) students to discuss the learners' educational and career interests to ensure learners were properly placed in their academic plan.

Ms. Peggy Watts, Director of Financial Aid, reports that at this point in the academic year 2,724 learners have Pell grants for a total awarded amount of \$3,906,518 along with 934 learners requesting Direct Loans for a total accepted amount of \$1,055,214.

To date, 7,617 learners have listed Temple College on their Free Application for Federal Student Aid (FAFSA) for 2017-2018. Learners are able to complete their 2018-2019 FAFSA beginning October 1, 2017. The 2018-2019 FAFSA will use 2016 income tax information.

During the month of September 2017, there were 1,289 current and prospective learners and their families visiting the financial aid (FA) office to ask questions and complete their FAFSA. Computers are always available in the FA office for learners and their families to use to complete the online FAFSA application. Financial aid staff are also available to assist learners and their families with any questions.

The initial financial aid refund disbursement was released to students on September 29, 2017. This initial disbursement included Pell grants, certain scholarships, and the first-third of Direct Loans for returning borrowers. First-time loan borrowers are scheduled to receive the first-third of their loan disbursement on October 13, 2017. Borrower's second disbursement of another third of their loan is scheduled for October 27, 2017. The final remaining loan disbursement along with the Pell grant refunds for 2nd 8-week classes is scheduled for November 17, 2017. Temple College Foundation Success Scholarships will not be refunded until after the semester ends, if eligible.

Ms. Peggy Watts submitted the Gainful Employment (GE) list to the U.S. Department of Education on September 6, 2017. This particular GE reporting included all learners and their enrollment status in GE programs during the 2016-2017 academic year. Certificate Level I, Level II, and Advanced Technical Certificate programs are considered GE programs at Temple College.

As of September 25, 2017, 315 letters of accommodations were sent for 108 accommodation learners to instructors for fall 2017.

The Testing Center added a new employee to the testing team. Ms. Rochelle Pothier is our new full-time Testing Specialist. Over the next few months, she will receive extensive training in Colleague, customer service, proctoring, and become certified with the various test companies utilized in our center.

Mr. Patrick Finnegan reports that Veteran's Affairs (VA) have registered 648 veteran learners for the summer semester as of August 31, 2017 (604 – 2016, 523 – 2015, 466 - 2014). Fall 2017 learners are currently enrolled in 6,555 semester hours (up from 6,421 this time last year). VA has also entered 582 class certifications in the VAONCE (Veterans On-Line Certification Entry) system for this same period. The VAONCE system tells the VA how many credit hours veteran learners are enrolled in and how much to pay the school and the veteran.

Professional Development

On September 12, 2017 Ms. Misty Reid, Coordinator of Student Accommodations/ Athletic Advisor, attended an Exploring Assistive Technology Solutions webinar to learn more about assistive technology for accommodation students at Temple College.

On Friday, September 22, 2017, Ms. Emily Brighi, Academic Advisor, attended the University of North Texas (UNT) Transfer Spotlight in Denton, Texas. The spotlight educated community college advisors on the benefits of learners attending UNT to include a brief overview of the university's nationally ranked programs, detailed transfer information for all colleges/majors within in the UNT system, and how learners can seamlessly transfer from a community college to UNT.

On September 26, 2017, Ms. Reid will attend an Accommodations Coordinator conference call with state wide AHEAD (Association on Higher Education and Disability) coordinators to discuss accommodation issues and upcoming conferences to better assist our disability learners.

Ms. Stephanie Perkins, Testing Director, attended the 2017 National College Testing Association Conference in Cincinnati, Ohio. During this conference, she received extensive professional development and learned innovative practices in the testing field. She also learned more about Temple College's position in the test center certification process. She is happy to announce that we are moving forward and getting close to becoming a nationally recognized test center on both Main Campus and Hutto.

Recruitment

Mr. Michael Pilgrim, Coordinator of Recruitment Programs reports 3 scheduled individual tours, and no group tours for the Month of September. High school counselors are scheduling campus tours for the 2017-2018 school year and many have set up College Connection dates for their campuses.

Mr. Pilgrim and recruiting are scheduled to attend 27 high school college fairs between September 11, 2017 and November 15, 2017. This year, recruiting will attend fairs in areas Temple College has not traditionally attended as part of the Texas Association of Collegiate Registrars and Admissions Officers (TACRAO). Mr. Pilgrim will concentrate on areas around Texas that Temple College has traditionally received learners in the past. These fairs are located in the Dallas/Fort Worth Metroplex, San Antonio, Houston, and areas in between. Taylor and Hutto recruiting staff plan to attend many of the Austin and surrounding area fairs.

On September 7, 2017, Ms. Theresa Stifflemire and Mr. Henry Morin, Coordinators, Student Enrollment Services made a visit to Hutto High School with counselor bags for the Hutto High School counseling staff. The Temple College Coordinators were introduced to all Hutto High School counseling staff, as there were some new faces within their department. Ms. Erica Blando, College and Career Counselor, Hutto ISD wanted to give the Temple College staff a chance to meet all that work within the counseling department and put faces with names.

Texas Tech University sent a Transfer Recruiter to Temple College on September 11, 2017 to talk with our learners about their programs. Texas Tech offers some bachelors programs at their Waco campus which is convenient for students that cannot travel to the Lubbock campus. The recruiter said she talked to many interested and qualified learners during her visit.

Temple High School held their Meet the Teacher night on September 12, 2017 from 4 p.m. to 7 p.m. Temple College was asked to provide a table for learners to ask questions about Dual Credit, College Transfers and general college questions. Recruiting picked up 27 solid leads at this event.

Fort Worth ISD held their annual district wide college fair on September 18, 2017. This event drew more than 5000 learners from Fort Worth and surrounding ISDs. Mr. Pilgrim was also able to meet counselors from 24 different schools and leave our Temple College Report to the Community brochure.

Dallas ISD held their College Fair on September 20, 2017 with over 2000 students in attendance. Local high schools did not have tables at this event, but many counselors came by the Temple College table to learn more about what we offer. Each of the counselors left with a Temple College Report to the Community brochure.

Mr. Pilgrim provided Part One College 101 to juniors and seniors at Chilton High School on September 19, 2017. Mr. Pilgrim returned on September 21, 2017 for preliminary Part 2 Apply Texas and Part 3 Financial Aid (FASFA) to get learners registered for college and ready to apply for financial aid when the application opens on October 1, 2017.

Mr. Pilgrim attended University High School's College Fair on September 25, 2017. Waco ISD held their annual College Fair that evening from 6 p.m. to 8 p.m. at the Heart of Texas

Fair Grounds. They expected to have over 3000 learners attend from Waco ISD and surrounding area schools.

On September 25, 2017, Ms. Theresa Stifflemire and Mr. Henry Morin, Coordinators, Student Enrollment Services attended the Round Rock ISD College Fair in the evening to recruit learners to possibly think about attending Temple College. Since this was the Central Texas week for TACRAO (Texas Association of Collegiate Registrars and Admissions Officers), it was decided that we would attend since Round Rock ISD is close to the EWCHEC–Hutto campus.

Marble Falls ISD will hold their College Fair on September 26, 2017 from 8 a.m. to 11 a.m. That evening, recruiting will also attend Killeen ISDs College Fair at the Killeen Convention Center. Hutto recruiting Staff will attend Georgetown High Schools College Fair. Taylor Recruiting staff will attend the BEST College Fair in Bastrop, TX. on September 27, 2017.

On September 26, 2017, Ms. Theresa Stifflemire and Mr. Henry Morin, Coordinators, Student Enrollment Services assisted Hutto High School with their Apply Texas day in which seniors applied for college enrollment for the fall 2018 – spring 2019 academic year. The event was held all day allowing all nine periods to be seen.

On September 26, 2017, Ms. Donna Jolley and Ms. Theresa Stifflemire, Coordinators, Student Enrollment Services attended the Georgetown ISD College Fair held in the evening to recruit learners to possibly think about attending Temple College.

On September 27, 2017, Ms. Donna Jolley, Coordinator, Student Enrollment Services attended the Dual Credit meeting held at Hutto High School to discuss and receive updates.

On September 27, 2017, Ms. Theresa Stifflemire and Mr. Henry Morin, Coordinators, Student Enrollment Services attended the Leander ISD College Fair held in the evening to recruit students to possibly think about attending Temple College.

Our biggest recruiting event of the college fair season will be held on September 28, 2017 at the Bell County Expo center from 6 p.m. to 8 p.m. The Centex College night is expecting 3,800 plus learners from within our college district to attend this event. Temple College has requested seven tables and many departments will send representatives to talk to prospective learners about their offerings.

On September 28, 2017, Ms. Donna Jolley, Coordinator, Student Enrollment Services attended the Hutto ISD College Fair held in the morning at Hutto High School to recruit learners to possibly think about attending Temple College, especially since Temple College is right across the street.

On September 28, 2017, Mr. Henry Morin, Coordinator, Student Enrollment Services attended the Del Valle ISD College Fair held in the afternoon at Del Valle High School to recruit students to possibly think about attending Temple College.

On September 29, 2017, Ms. Theresa Stifflemire and Mr. Henry Morin, Coordinators, Student Enrollment Services assisted with a second Apply Texas day at Hutto High School. Learners that did not get to apply or missed the first Apply Texas day were given another opportunity to receive help on their college application(s).

Retention

Mr. Adrian Sora, Director of Student Retention reports there were 129 learners that previously received an academic suspension waiver returned from a previous suspension or entered Temple College on probation from another institution. The deadline for their first mandatory meeting is on September 26, 2017. Learners are required to meet with Mr. Sora or they will be dropped from all classes. The meetings allow both Mr. Sora and the learner an opportunity to identify any problems that the learner may be having during the term. If a problem is identified early, changes can be made to help the learner successfully complete the term with a 2.0 GPA.

Mr. Sora reports there has been 324 Retention Alert cases submitted to the Office of Student Retention. Currently 37 professors that has submitted at least one Retention Alert (RA) case.

Mr. Sora has approved five students so far for Title IX Pregnancy Services for fall 2017. Title IX Pregnancy Services are designed to improve learner success by preventing and discouraging discrimination.

On September 18, 2017, Ms. Theresa Stifflemire, Coordinator, Student Enrollment Services was a guest speaker and spoke to the Learning Frameworks class, EDUC 1300-4501, about the role of a Coordinator and how a Coordinator can assist learners with specific things regarding admissions, financial aid, and advising. Mr. Henry Morin, Coordinators, Student Enrollment Services, was also a guest speaker on September 20, 2017 for the Learning Frameworks class, EDUC 1300-4502.

Learner Events

Six students attended the In-Person Loan Counseling session this month at EWCHEC-Hutto. Mrs. Melissa Jones, Financial Aid Advisor, presented four in-person loan counseling classes to learners during the month of September 2017. First-time loan borrowers are required to attend one session at Temple College. There are usually thirty to forty learners present per session.

Mrs. Sheila McMillan, Financial Aid Advisor, gave Financial Aid presentations to two Learning Frameworks classes during September 2017. There are usually fifteen to twenty learners present in each class.

Student Success Coach

To date, Student Success Coaches, have contacted the learners whose Retention Alerts have been assigned. The majority of the Retention Alert cases are for absences and lack of performance issues reported by the faculty for learners taking developmental classes and Learning Frameworks. First method of contacting the learners is sending Retention Alert emails to the students and copying those emails to the reporting faculty. Phone calls and in-person meetings can supplement the emails. Faculty are sent an update email regarding the calls and meetings with the learners and what information was discussed.

Learners who were retaking a class (developmental and credit) during the summer semester were identified. If the learners are now retaking the course again in the fall semester, Success Coaches are contacting the learners to provide necessary assistance in their courses.

BUSINESS & CONTINUING EDUCATION (BCE)

Business and Continuing Education continues its partnership with Adult Education and Literacy (AEL) for the success of learners in the Integrated Education and Training (IET)

Program. IET is defined as an adult education and workforce development program model that provides simultaneous instruction in basic skills as well as occupational or industry-specific training.

We have nine additional students enrolled in our health professions and Ed2Go (online) courses– Project Management.

We completed a very successful twelve-week course where eighteen individuals from local businesses and agencies observed and practiced principles to develop self-confidence, initiate and make decisions, communicate and sell ideas more effectively, and develop high performance work teams. This course, entitled Effective Communications and Human Relations, is conducted in partnership with Dale Carnegie & Associates of Austin.

Skills Development Funds from the Texas Workforce Commission have been made available to train individuals in three area businesses in leadership, productivity, accounting, and project management.

Dennis McDonough attended a Texas Workforce Commission “ApprenticeshipTexas” Conference in September where he heard testimonials from Registered Apprenticeship Training Programs of proven benefits from the employer’s and apprentice’s perspectives. Panels also discussed collaborative efforts with community colleges and high schools.