

**SAN JACINTO COLLEGE DISTRICT  
REGULAR BOARD WORKSHOP MINUTES**

**March 1, 2010**

**The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, March 1, 2010 in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a Board Workshop.**

**Present: Marie Flickinger, Dan Mims, Ben Meador, Larry Wilson, Wayne Slovacek, Dr. Ruede Wheeler, John Moon, Jr., Brenda Hellyer, Ken Lynn, Maureen Murphy, Neil Matkin, Allatia Harris, Steve Trncak, Christopher Darville, Laurel Williamson, Teri Fowle, Danny Snooks, Catherine O'Brien, Steve Horton, Gary Friery, Edna Robinson, Lou Brock**

**I. Career and Technical Education (CTE) Report**

Gary Friery, Steve Horton, Edna Robinson, and Lou Brock presented the 2008 – 2009 CTE Report.

Key Performance Indicators:

- Technical Program Success – Placement Success and Graduates
- Student Success – Completion Rates and Licensure Pass Rates
- Contact Hour Enrollment

**KPI: Student Success**

CTE – Placement Success For the Years 2004-2005, 2005-2006 and 2006-2007

<b>Total 3-Year Placement Rate of Program Completers by Campus</b>			
85% Required by the THECB			
	Placed	Completers	%
<b>Central</b>	2,083	2,220	93.8%
<b>North</b>	1,039	1,104	94.1%
<b>South</b>	866	921	94.0%
<b>College-wide</b>	3,988	4,245	93.9%

CTE Graduates Total AAS and Certificate Graduates by Campus for Academic Years 05-06 to 07-08

<b>Central</b>	2,773
<b>North</b>	1,222
<b>South</b>	904
<b>College-wide</b>	4,899

**Nursing:**

North and South Vocational Nursing Programs

- 3 Year Placement Success Rate of 97%
- 417 Combined Graduates for 3 Year Reporting Period

Central Associate Degree Nursing Program

- 3 Year Placement Success Rate of 97%
- 443 Graduates for 3 Year Reporting Period

South Associate Degree Nursing Transition Prog.

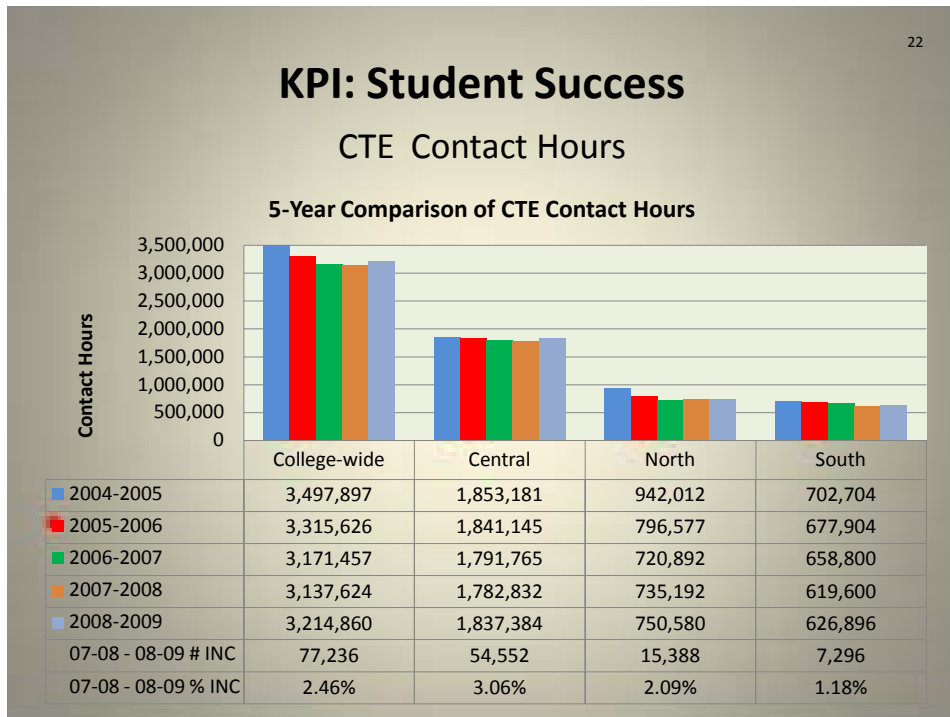
- 3 Year Placement Success Rate of 98%
- 154 Graduates for 3 Year Reporting Period

College-wide – Over 1,000 Graduates for 3 Years

**CTE Spring 2009 A-C Completion Rates By Campus:**

Percentage of Students Enrolled in CTE Courses Receiving Grades of A-C

	A-C Completion Rates
<b>Central</b>	75.3%
<b>North</b>	76.7%
<b>South</b>	76.0%
<b>College-wide</b>	75.8%



**Strategies for Improving Technical Education Outcomes:**

- Graduates
- 85% Success Rates
- Developing Program Level Contact Hour Data

**II. Overview of Curriculum Process for New Programs**

Presented by Laurel Williamson and Catherine O'Brien

**Development of New Technical Programs**

- Ideas for technical programs originate from a variety of sources, including but not limited to faculty, administrators, community, business and industry and external agencies.
- The technical deans and Vice President of Continuing and Professional Development (CPD) prioritize lists of new programs to present to campus administrators, Workforce and Economic Development Council (WEDC), and the Vice Chancellor of Instruction and Student Services.
- The WEDC combines and reprioritizes the lists for further exploration, assuring that they are in alignment with the college's vision and mission.
- Moving from an informal idea to a formal proposal, a concept paper is developed outlining the new program, its purpose, and preliminary demand. The concept paper is reviewed and

approved by the Technical Dean and Vice President of Instruction on the campus from which it was initiated.

- The Technical Dean presents the campus-approved concept paper to the Workforce and Economic Development Council.
- The chair of the WEDC presents proposed programs to the Vice Chancellor of Instruction and Student Services for review, prior to presenting it to the Chancellor and Strategic Leadership Team (SLT).
- For technical programs, an advisory group is convened for program development input (e.g., DACUM (Developing A Curriculum) or similar process to facilitate curriculum development).
- The Technical Dean conducts a needs assessment and feasibility study.
- A curriculum proposal is developed and submitted to the curriculum subcommittees, the campus Instructional Affairs Committee, and the Instruction and Student Services Council for approval. If a program is designated for more than one campus, it is approved at all campuses involved in the process, and the campuses collaborate on the program's development.
- The approved proposal is presented to the Vice Chancellor of Instruction and Student Services and to the Chancellor for approval. The Chancellor notifies the Higher Education Regional Council (HERC) of the college's intention to start the new program.
- The Chancellor presents the proposal to the Board of Trustees for approval.
- The Chancellor and Chair of the Board of Trustees sign the Statement of Assurances, which are sent to the Texas Higher Education Coordinating Board (THECB).
- THECB posts the intent to begin the program in the *Texas Register*. If there are no objections, the program can begin in approximately 45 days.

### **III. Dinner**

### **IV. University of Houston Clear Lake Downward Expansion**

Brenda Hellyer gave update

- Discussion on which issues should be included in negotiation
- Brenda Hellyer will continue discussions with Bill Staples
- Next meeting with local community college presidents will be in April 2010

### **V. Patton Boggs LLP – Extension of Consulting Agreement**

- Brenda Hellyer provided a report on congressional activities and efforts to fund San Jacinto College's projects.

### **VI. General Discussion**

**Adjourned to regular Board Meeting at 6:55 p.m.**