

**MEETING OF THE
STUDENT SUCCESS/SERVICES COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

April 13, 2017

Minutes

The Student Success/Services Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, April 13, 2017 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Carolyn Evans-Shabazz, Committee Chair
Zeph Capo, Committee Member
Dave Wilson, Committee Member
John P. Hansen, Alternate Committee Member
Robert Glaser
Eva Loreda
Neeta Sane
Adriana Tamez

ADMINISTRATION

Cesar Maldonado, Chancellor
Melissa Gonzalez, Vice Chancellor/Chief of Staff
Ashley Smith, General Counsel
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Kimberly Beatty, Vice Chancellor, Instructional Services/Chief Academic Officer
Athos Brewer, Vice Chancellor, Student Services
William Carter, Vice Chancellor, Information Technology
Kurt Ewen, Vice Chancellor, Planning and Institutional Effectiveness
Madeline Burillo, President, Southwest College
Margaret Ford Fisher, President, Northeast College
Muddassir Siddiqi, President, Central College
Zachary Hodges, President, Northwest College
Donna Spivey for Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Robert King, Interim Executive Director, HCC Foundation
Terrence Corrigan, Director, Internal Audit

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell LLP
Melissa Miller-Waters, President, Faculty Senate

Other administrators, citizens and representatives from the news media

CALL TO ORDER

Dr. Carolyn Evans-Shabazz, Committee Chair, called the meeting to order at 1:00 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Evans-Shabazz, Hansen, Loreda, Sane, Tamez and Wilson)

TOPICS FOR DISCUSSION AND/OR ACTION

DESIGNING PATHWAYS FOR STUDENT SUCCESS

Dr. Maldonado apprised that Dr. Beatty and Dr. Brewer would provide an update regarding the implementation of new strategies for student success.

(Mr. Glaser joined the meeting at 1:01 p.m.)

Dr. Brewer presented on the following:

- Designing PATHWAYS for Student Success
 - Incoming HCC Student Experiences
 - Challenges/Opportunities

(Dr. Tamez stepped out at 1:05 p.m.)

- Rationale for Transformation
- HCC's Advising Ratios Based on Total Unduplicated Headcount
- Strategies to Improve Advisement
- Intentional Advising Model
- Importance of Continued Engagement for Continuing Students

Dr. Hansen apprised that an experiment at CUNY where counselors were assigned a ratio of 1:150 students and graduation improved by the implementation of the program. He inquired should this route be considered or can the technology provide the same results. Dr. Brewer noted the ASAP program was designed for a specific population to close the achievement gaps; however, HCC is looking at the overall student population in order to achieve success.

Mrs. Sane inquired why the advisors' ratio had increased and why more advisors have not been hired over the past three years. Dr. Maldonado noted the hiring has been delayed in order to develop the organizational structure to be able to deliver to the students. He also noted that more advisors and technology will be implemented in the next budget year for the purposes of student advising.

Mrs. Sane inquired if the ratio has always been at this rate. Dr. Brewer noted the data needed to be reviewed to determine what impacted the students in regards to the ratio and national best practice. He added that the goal is to assign 100% case management to make advisors the focal point in serving the students and to have a ratio that works for HCC.

Mrs. Sane inquired if the faculty workload included advising. Dr. Beatty apprised that faculty in the career and technical programs currently provide advising because of their expertise in coaching the student into the industry field.

Dr. Beatty provided a report on the comprehensive student package identified as PULSE. She noted the goal is to increase the number of full-time students.

Dr. Beatty provided the following overview:

- **Pathways to the Ultimate Student Experience (PULSE) @ HCC**
 - Houston Guided Pathways and Texas Pathways
 - 15 to Finish
 - Purpose First
 - Co-Remediation
 - Mathways
 - Areas of Study
- Areas of Study
- Pulse Framework
 - Choose Your Path
 - Stay on Course
 - Finish Strong
- Lessons Learned in the Journey

Mrs. Sane inquired of the 15 to Finish. Dr. Beatty noted it is a marketing campaign initiative sponsored by Complete College America to have students enroll in 15 credit hours per semester and complete at least 30 hours per year. She noted the effort is to have students attend HCC full time and leave career-ready.

Dr. Maldonado referenced the PULSE slide and noted the areas are designed for all students, but the 15 to Finish is a marketing catch phrase designed more for the part time students to encourage them to enroll in 15 credit hours a semester to graduate on time.

Dr. Evans-Shabazz noted the students discussed the ratio issues during the visit to Austin for Community College Day. She noted this was an example of administration listening to students.

Dr. Evans-Shabazz thanked Dr. Beatty and expressed that she looks forward to the student success based on the model.

Ms. Loreda noted it is good that students be advised of the 15 to Finish so they are better informed in finishing sooner.

Mrs. Sane inquired if any options are available to students who are working or taking 12 semester hours. Dr. Beatty apprised that exploring some options and reviewing what other colleges are currently doing.

Mr. Wilson apprised that while attending the Board of Trustees Institute (BOTI) in Santa Fe, New Mexico, there was discussion on group counseling orientation to offset the cost of hiring additional personnel. He noted that it is more important counsel students during their first year and inquired if there is more of an emphasis on the first year. Dr. Brewer apprised that advisors will focus on the incoming freshmen student and the counselors are clinically trained to handle personal issues.

(Dr. Tamez returned at 1:24 p.m.)

(Mr. Capo joined the meeting at 1:24 p.m.)

Dr. Maldonado noted there were six system-wide shared projects identified by the Presidents and one was the new student mandatory orientation that will provide the tools to facilitate the student's time at HCC.

Mr. Glaser noted the Weekly Administrative Brief (WAB) referenced the on-time graduation rate is around two percent for two years and inquired if the number is available for three years. Dr. Beatty noted the information could be provided in the WAB and noted the goal is to increase the on-time graduation rate.

Mr. Glaser noted that the inquiry is to determine which goals are realistic, and be thanked Dr. Beatty on the collaboration of the two areas.

Dr. Maldonado noted that goals have been discussed with targets to continuously increase performance in moving forward.

UPDATE ON GRADUATION 2017

Dr. Maldonado noted that Dr. Beatty would provide a report regarding the upcoming graduation ceremonies.

Dr. Beatty recognized the Graduation Committee and provided the following update:

- VAST Ceremony, May 6, 1:30 p.m., West Loop Auditorium
- GED Ceremony, May 10, 6:30 p.m., Central College Auditorium
- Primary Ceremony, May 13, 9:00 a.m., 1:00 p.m., NRG Stadium

Dr. Beatty noted the same committee is planning all three ceremonies.

Dr. Beatty noted the registration numbers for graduation have increased since the agenda material was printed and apprised that the updated number as of today is 6431.

Dr. Beatty noted there will be two ceremonies for the general graduation to include a morning session at 9 a.m. and an afternoon session at 1 p.m. with both sessions being held at NRG Stadium.

Dr. Beatty apprised that Mayor Sylvester Turner will be the commencement speaker for the morning session and the afternoon speaker confirmation is pending.

Dr. Beatty continued with the presentation to include the following:

- Promotional Activities
- Promotional Items
- HCC Alumni Association Grad Activities
- 2017 HCC Graduation Video

Mrs. Sane inquired as to what is being done to get students registered for graduation. Dr. Beatty noted registration sites are set up at the campuses manned by faculty and staff encouraging students to participate. She added that the Egalitarian newspaper is also promoting the event. Dr. Beatty also noted robocalling and email blasting twice a day are being conducted to make students aware they are eligible to graduate.

Mr. Wilson inquired if the financial impact was included in the Texans agreement. Dr. Maldonado apprised that NRG is not owned by the Texans and the funds are for other costs associated with the event.

Mr. Wilson inquired as to how many graduated last year. Dr. Beatty apprised that approximately 2,626 participated in the ceremony.

Mr. Capo referenced a grant Kashmere High School received from the Houston Endowment flagging students at multiple levels for tracking purposes. He inquired about what tools have been identified to get to this synergy to have the student success data flagged. Dr. Maldonado apprised that the reference was made during the previous report and noted that additional information will be provided at the budget workshop.

Ms. Loreda noted that she attended the Rocket Launch at Northeast College and apprised that the program focused on STEM, in partnership with NASA and the Houston Rockets. She noted there were eight schools in attendance and all of HCC Centers of Excellence were present.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 1:46 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved: May 25, 2017