FINE ARTS

The 22nd Annual Temple College Jazz Festival will be held March 22, 23, and 24th. The festival will have over 40 participating school groups from all over Texas performing concerts and receiving clinics from our adjudicators and guest artists. Featured evening concerts will include the Waco Jazz Orchestra on March 22nd, the Temple College Jazz Ensemble directed by Ben Irom with trumpeter Marcus Printup on March 23rd, and the Temple Jazz Orchestra directed by Tom Fairlie with saxophonist Ed Calle on March 24th. A special appearance by the U.S. Air Force Band of the West’s “Dimensions in Blue” jazz ensemble will be held at noon on the 22nd during the festival. The Temple Jazz Orchestra will travel to Georgetown to perform their concert with Ed Calle for the Georgetown Symphony Society on March 25th.

GENERAL

Craig Collins (Computer Information Systems) was among the Temple College personnel who attended the Achieving the Dream 2012 Annual Meeting on Student Success in Dallas. Craig and Carey Rose (Division Director, Student Enrollment Services) gave a presentation entitled “Take a Week Off: Improve Your Campus with Zero Week.”

Craig is working to convert many of the Professional Development workshops he offers to include YouTube videos, to better illustrate some software use.

Thanks to the Board and College Administration for your support of the students, faculty, and staff of Temple College.
MEMORANDUM

Vice President of Educational Services

To: Dr. Glenda O. Barron
From: Dr. Mark A. Smith
Date: March 6, 2012
Re: Educational Services Report

Outlined below are the reports from the educational services centers/departments.

COMMUNITY INITIATIVES AND SPECIAL PROGRAMS

Student Success Initiatives:

The nation’s most comprehensive reform network for community college student success in higher education convened in Dallas the week of February 28 – March 2, 2012 for D.R.E.A.M. (Data. Reform. Equity. Achievement. Movement.)—Achieving the Dream’s 2012 Annual Meeting on Student Success. This was the best attended annual conference for the organization so far. More than 1,500 influential policy-makers, higher education support organization leaders, and college practitioners who are dedicated to increasing community college student success nationwide attended from across the nation to share results, announce new multi-million-dollar partnerships, and direct the course of the reform movement for the upcoming year. It was appropriate to host the event in Dallas as Texas is home to 35 Achieving the Dream Institutions.

 Twelve Temple College staff members were able to attend the conference this year. The participants were:

- Glenda Barron, President
- Mark Smith, VP Educational Services
- Jimmy Roberts, AVP Community Initiatives and Special Programs
- Carey Rose, Division Director Enrollment Services
- Paul Foutz, Division Director Math, Science, and PE
- Paula Talley, Interim Division Director Student Success
- Rebecca Richter, Institutional Research Analyst
- Toni Cuellar, Director Admissions and Records
- Adrian Sora, Director Recruitment and Retention
- Craig Collins, Coordinator Professional Development, CIS Faculty
- Lesha Smith, Developmental English Faculty
- Carol Lance, Administrative Assistant Student Success (adjunct faculty Developmental Math, Study Skills)

Craig Collins and Carey Rose presented a well-attended and well received session on Temple College’s Zero Week. Temple College staff received many questions about the initiative during the conference and some even received requests for visits to the Temple College campus. The Temple College team members attended over 50 separate breakout sessions and returned with voluminous pages of notes. The team members were also able to meet with the Achieving the Dream coaches, Charlotte Biggerstaff and Linda Hagedorn,
for an end-of-conference de-briefing.

**Data snapshot:**

The first step in college persistence and completion to a certificate or degree is course completion. The course completion rate is determined by dividing the number of semester credit hours that students are enrolled in at the end of a term by the number of semester credit hours on census day. A review of the fall course completion rate for Temple College over a five year period—from fall 2006 to fall 2010—revealed an upward trend. In contrast to a slight downward turn in the fall 2010 overall completion rate, the completion rate for sections participating in continuous orientation for fall 2010 increased by 2% from the previous year. Additionally, students participating in Zero Week in fall 2010 had a 4% higher course completion rate than non-participants.

![Course Completion Rate: Temple College](Image)

Grant Programs

**College Credit for Heroes**

Jeff Fritz, department chair for Emergency Medical Services Personnel, represented Temple College and College Credit for Heroes at an education fair at Fort Hood on March 2, 2012.

Jimmy Roberts attended the Texas Inter College Council in Houston at the Coleman College Campus of Houston Community College located at the Texas Medical Center on February 13, 2012. The next TICCV meeting will be held on March 22, 2012 at Lone Star College at University Park in Houston.

The TICCV is also in preparing for a statewide Webcast and Summit meeting on April 26, 2012.
Perkins

The Texas Higher Education Coordinating Board is conducting a desk review of federal grants awarded to Temple College for the Academic year 2010-2011. Documents supporting expenditures for Perkins Basic, Perkins Tech Prep, and Perkins Leadership were uploaded for review by the THECB staff. The agency staff determines the schedule of site visits based on a review of the documentation.

On February 15, Dr. Jimmy Roberts represented Temple College at the New, Emerging and Evolving Careers workshop at the Educational Service Center, Region 12 in Waco. Dr. Roberts addressed area high school counselors about the technical programs offered at Temple College and discussed the partnerships with McLennan Community College and Texas State Technical College.

SACS

In preparation for the next monitoring report to SACS on April 16, 2012, Dr. Jimmy Roberts attended the 12th Annual Texas A&M Assessment Conference on February 19-21, 2012. This year's theme, "Making an Impact", brought educators from around the country to demonstrate the impact and importance of assessment of student learning. It also served as a forum for the exchange of innovative assessment ideas and procedures. Concurrent sessions attended by Dr. Roberts included practical information on assessing the new core curriculum, incorporating high-impact educational practices into the college curricula, using WEAVE online more effectively, and gathering evidence for assessment of student learning outcomes.

The SACS monitoring report concerning progress in Comprehensive Standard 3.3.1 will document assessment findings and the use of results for improvement for each administrative, instructional, and student support departments.

ACADEMIC OUTREACH & EXTENDED PROGRAMS

ELearning

The eLearning team is preparing for batch loading of learners into Desire2Learn and conducting "Orientation to Online Learning" workshops for the 2nd 8-Week term. The eLearning Advisory Committee will resume meeting in March after about a one year hiatus. The purpose of the committee is to discuss important issues related to distance education. The first big topic to be addressed will be issues related to our current lecture capture system, Tegrity and whether Temple College will consider moving to a different system. Brian St. Amour, eLearning Director, presented a technology segment to ISD Dual Credit counselors on February 23 during the annual dual credit meeting to emphasis the need for dual credit learners to attend technology training. Brian offered to provide on-site training at the ISD as needed.

Dr. Daniel Spencer, Dr. Lee Ogburn-Russell, and Mr. Brian St. Amour participated in the Region 7 - Central Texas Higher Education Regional Council (HERC) teleconference on March 1. There are 10 HERCs across the state of Texas. The purpose of the Regional Councils is to advise the Commissioner and resolve disputes regarding plans for lower-division courses and programs proposed by public institutions. Each HERC shall make recommendations to the Commissioner regarding off-campus courses and programs proposed for delivery in accordance with the consensus views of Council members. The
HERC primarily addresses reporting of community college activities outside designated service area locations. This year there was nothing new to report from Temple College; however we did open the discussion of accessing clinical locations outside of designated service areas. All member institutions were asked to continue to provide information on new or expanding clinical locations. Dr. Ogburn-Russell discussed possible communications strategies regarding clinical use by Central Texas College in the Temple College service area.

Temple College will be hosting the TxDLA Central Region meeting in mid-April. Dr. Daniel Spencer, Mr. Brian St. Amour, and Ms. Sally Tietje will participate from Temple College. SmarterServices will be presenting a webinar during this event and will be discussing the recent Temple College case study that focused on our use of SmarterMeasure.

Attached is the VCT Participation 2000-2011 report. The Summary sheet shows the numbers of students hosted and provided for by semester with a line chart for a visual interpretation.

- The TC as Host page shows the classes Temple College has arranged for our students to take at other colleges.
- The TC as Provider shows the classes that students at other community colleges have taken from Temple College through VCT.

Sally Tietje, VCT Coordinator, is in the process of putting Temple College courses on the VCT summer schedule. So far there are 11 listed. Temple College usually makes about 20 courses available.

**DUAL CREDIT**

Kathryn Norris, Dual Credit Director, had a good turnout for the annual dual credit partners meeting on February 23 in the ISC. All high schools participating received briefings from eLearning, Student Enrollment Services, and Division Directors/Department Chairs. In
addition, ISD representatives had time to ask specific questions concerning dual credit changes and discuss issues for the 2012-2013 academic year.

**CAMERON CENTER**

Dr. John Bicknell faxed the 6-week progress grade reports to the area high schools. Most of the CEC dual credit students are doing well.

Cameron Center staff has been in contact with Rockdale's superintendent and will be contacting him again Monday to update him on possible changes for the fall. The Milano superintendent will also be contacted to inform her of possible fall changes. Both Rockdale and Milano chose not to participate at the CEC this year, but are reconsidering for 2012-2013 academic year.

The CEC staff is working on fall class schedules. Due to efforts by Ms. Gracie Conner and Mr. Johnny Demsky, the CEC will be offering a community education Spanish class. The class already has 15 learners registered, some of these learners from the EBCO Company.

The CEC will be compiling data for their annual institutional effectiveness goals. Initial impressions indicate that the goals were met or possibly exceeded expectations.

**EWCHEC HUTTO**

SHW architects will be the feature presenter for the Hutto EDC Power Breakfast, March 8. The talk will focus on the proposed building plans for the Hutto Center.

A Temple College Student & Enrollment Services representative has begun meeting with students at the Hutto Center on Wednesdays each week during the spring semester allowing Temple College to provide onsite financial aid and registration services and to help refine the TSTC/TC enrollment services processes.

Continuing Education courses are currently being developed for the Hutto Center under the coordination of the Business & Community Education division. Class offerings may include Real Estate courses, QuickBooks, Photography, Conversational Spanish, etc.

Hutto EDC is developing a quarterly luncheon at Star Ranch for representatives throughout the area to meet and hear EWCHEC-Hutto developments. “Hamburgers and Higher Ed” will feature Temple College and TSTC updates to various business leaders in Hutto and the surrounding communities.

**EWCHEC TAYLOR**

EWCHEC Taylor personnel have begun the process of inspecting the current Taylor Center facilities, furniture, and equipment currently being used for instructional purposes to assess the need for required repairs/updates. Data collected from this process will be presented to the TCAT Foundation Board for their consideration of possible renovations and updates to the current instructional space and furniture. Temple College will be responsible for any equipment upgrades.

**Texas Bioscience Institute**

TBI staff has begun the process of accepting applications for the 2012-2013 Middle College class. We should have approximately fourteen high schools participating with the addition of Cameron ISD (CISD). CISD will be sending an application for a student who CISD staff believes will benefit from the STEM curriculum and NSF grant opportunities offered through the Middle College. Mark Dohnalik is currently meeting with juniors to map out their summer and perspective senior year college schedules.
STUDENT ENROLLMENT SERVICES

Spring 2012 Enrollment:
Summer 2012 web registration began March 5, 2012. Current enrollment numbers will be presented at board meeting.

Admissions and Records:
Admissions and Records is processing graduate applications for both Hutto and main campus graduations. Graduation is set for May 11, 2012 in Hutto at Hutto High School Performing Arts Center at 7:00 p.m., and May 12, 2012 at the Bell County Expo Center in Belton at 10:00 a.m.

February Report

<table>
<thead>
<tr>
<th>Applications Entered into Datatel</th>
<th>513</th>
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</thead>
<tbody>
<tr>
<td>Transcripts Entered into Datatel</td>
<td>4,052</td>
</tr>
<tr>
<td>Transcripts Requested (Learner requested)</td>
<td>754, with duplicates 919</td>
</tr>
<tr>
<td>Transcripts Equated</td>
<td>3,154</td>
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</table>

Advising:
The advising center is registering students for 2nd 8 week courses. Students are being advised for 2nd 8 week courses, and summer classes. Advisors have already seen many students to discuss fall registration. Advising is working to update documents and provide training for the curriculum changes so faculty advisors and others who register and advise will be aware of the recent changes that take effect this fall. The advising center continues to advise an average of 30 students per day with an equal number of students making contact via email.

Recruitment and Retention:
Kristen Griffith reports Recruitment and Financial Aid conducted 4 Financial Aid Seminars for the College Connection Program throughout February. Students and families received help from Temple College staff to complete FAFSA’s, answer tax questions, and learn more about different types of financial aid. Following the seminars, recruitment staff conducted general campus tours for interested students. Recruitment has remained busy conducting both personal and group tours. Throughout February alone, over 80 prospective students toured our campus.

Temple College’s annual transfer fair took place on Thursday, February 16, in the Arnold Student Union from 11:00 a.m. to 2:00 p.m. Twenty different universities, with a total of 26 recruiters, attended the event to talk to students about transferring to a four-year program or joining a military branch. Temple College students appreciated the opportunity to gather information from all their potential prospects.

As of March 1, 2012, Adrian Sora has processed 523 Retention Alert cases. A survey was sent to faculty regarding the use of Retention Alert. Survey results revealed that a high percentage of faculty wanted feedback about the cases submitted. Therefore, a change was approved to provide instructors with updates.

Student meetings with suspension waivers are still on going. Students are required to meet with the Director of Retention three times during the semester and must provide grade reports.
Focus Group planning for African American males is almost complete. Outcomes will focus on "why are students leaving", "what was their experiences at Temple College", and "what can Temple College do to further assist students."

Planning for Zero Week Fall 2012 has begun. Update to follow next month.

**Student Accommodations:**

So far this spring, 255 accommodation letters have been approved for 77 students. A full calculation of statistics will be run at the end of the semester and compared to spring 2011.

Work has begun on scanning all of the paper documentation in the Student Accommodations office into the Singularity document imaging system. The goal is to have all paperwork scanned by the end of summer 2012.

**Veteran's Affairs:**

Number of Certifications: VA Monthly Report: February 2012

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Certifications</th>
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<tbody>
<tr>
<td>01/30/2012 – 02/05/2012</td>
<td>10 certifications</td>
</tr>
<tr>
<td>02/06/2012 – 02/12/2012</td>
<td>09 certifications</td>
</tr>
<tr>
<td>02/13/2012 – 02/19/2012</td>
<td>48 certifications</td>
</tr>
<tr>
<td>02/20/2012 – 02/26/2012</td>
<td>102 certifications</td>
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</table>

Stephen Phelps continues coordination with Community Education partners to assess course offerings to be approved by the VA so VA students can use their benefits where needed.

**Student Life:**

**Club Meetings:**

- Baptist Student Ministries meet every Monday at 12:15 p.m. in the conference room of the One College Centre
- Young Adult LULAC meets every Tuesday at 2:15 p.m. in the Arnold Student Union
- Chess Club, meets every 2nd and 4th Thursday at 2:30 p.m. in the Arnold Student Union
- Temple College Choir meets every Friday, 10:00 a.m. – 12:00 p.m. in the conference room of the One College Centre

Hollywood Spring Fling is March 28.

**BUSINESS & COMMUNITY EDUCATION (BCE)**

BCE submitted the CGI Belton facility Skills Development Fund Grant on February 29. An update will be provided once we hear whether Temple College was selected to receive funding from this grant. BCE held a meeting on February 21 with representatives from Texas Workforce Commission, Workforce Solutions Central Texas, and a large local organization to explore potential grant opportunities. Additional grant partnership meetings continue.

Three members of BCE attended the TMED luncheon to hear Dr. Ray Perryman's report on the Temple area. BCE initiated and held a very productive meeting with Belton ISD to plan offerings of BCE programs for the Belton community. BCE representatives attended the Belton ISD
Celebrate Texas Public Schools luncheon. BCE has begun planning internal division meetings to clarify how our BCE programs weave into the total college opportunities. (VA, A&R, Advising, Financial Aid) Also includes joint meeting with VA School to Work program March 21.

- New course offerings:

  1. Dale Carnegie Effective Communications and Human Relations - Enrolled sixteen from two large local businesses. Dale Carnegie’s President Dave Wright provided a scholarship to a local non-profit (Ronald McDonald House).

  2. Personal Fitness Training Certification Course dates May 19 through July 21, 2012.

  3. Human Resources Management Academy has twelve enrollees in this 36-hour course.

  4. Spanish classes in Temple, March 26 and in Cameron, April 3.

  5. Medical Terminology class beginning March 27, which leads directly into Medical Coding—a need that has been pending for several months.

  6. The SubSea Robotics class for March was filled to capacity by the end of February, with the April class already taking enrollments. Increases are being attributed to veterans’ benefits for returning servicemen.
Overview: We are building systemic infrastructure in order to meet the goals set out by the board for increased visibility, outreach, and fundraising activity.

<table>
<thead>
<tr>
<th>Focus Area</th>
<th>Task Area</th>
<th>Current Status</th>
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<tbody>
<tr>
<td>Donor Alliance</td>
<td>Meet/Acquire New Donors</td>
<td>1143 facebook users</td>
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<tr>
<td></td>
<td>Maintain Established Donor</td>
<td>Establishing presence in Hutto, Taylor, Cameron</td>
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<td></td>
<td>Relationships</td>
<td>Outreach to Belton and small surrounding ISD's</td>
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<td></td>
<td>Establish/Build Alumni</td>
<td>Alumni Registration for graduates</td>
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<td></td>
<td>Relations</td>
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<td></td>
<td>Secure Donations</td>
<td>Matching Grant from Belton ISD for a &quot;Grow Your Own&quot; Scholarship</td>
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<tr>
<td>Finance</td>
<td>Review/Meetings</td>
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<tr>
<td>Board Support</td>
<td>Questions/Requests</td>
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<tr>
<td>College Support</td>
<td>President’s Mtg</td>
<td>Campaign for Exceptional Students; Dual credit/TBI loan programs for other</td>
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<td>districts</td>
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<tr>
<td></td>
<td>Events</td>
<td></td>
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<tr>
<td>Community Support</td>
<td>Boards</td>
<td>Rotary - Program Coordinator; RYLA Camp Director; Mini RYLA at University</td>
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<td></td>
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<td>Courtyard Apartments</td>
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<td></td>
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<td>Incubator – Strategic Planning for reorganization</td>
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<td></td>
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<td>Chamber - March Madness</td>
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<td></td>
<td>Events</td>
<td>Business Networking Breakfast; Celebrate Education Luncheon</td>
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<tr>
<td>Event Planning</td>
<td>Golf Tournament</td>
<td>Received $50,000 in sponsorships</td>
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<tr>
<td></td>
<td>Low Brow/High Tea</td>
<td></td>
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<tr>
<td></td>
<td>Kings of Cuisine</td>
<td>Secured 25 chefs</td>
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<tr>
<td></td>
<td>85 Years</td>
<td></td>
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<tr>
<td></td>
<td>Cruise</td>
<td>June 3; 7 days; Holland America Line; Seattle Round Trip</td>
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<tr>
<td>Foundation</td>
<td>Staff Activity</td>
<td>Website/Database</td>
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<tr>
<td>Management</td>
<td></td>
<td>Scholarship Preparation</td>
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<tr>
<td></td>
<td></td>
<td>Golf/Kings of Cuisine Preparation</td>
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<tr>
<td>Professional</td>
<td>Meetings/Readings</td>
<td>Accounting Manual</td>
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<tr>
<td>Development</td>
<td></td>
<td>Leadership Lecture Series</td>
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<tr>
<td></td>
<td></td>
<td>International AFP Conference March 30-April 3</td>
</tr>
<tr>
<td>Special Projects</td>
<td>U. Courtyard</td>
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Upcoming Events

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Location</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>AFP Conference</td>
<td>March 30-April 3</td>
<td>Vancouver</td>
<td></td>
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<tr>
<td>TCF Board Meeting</td>
<td>April 10, 2012</td>
<td>TCF</td>
<td>4:00 pm</td>
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<tr>
<td>Springtime in Texas Party</td>
<td>April 17, 2012</td>
<td>Barge Ranch</td>
<td>4:00 - 5:30</td>
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