

**San Jacinto College District Board Workshop
September 10, 2018
District Administration Building, Suite 201**

MINUTES

	Board Workshop Attendees:	Board Members: Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: George González, Matthew Lewis, Arturo Michel (Thompson & Horton), Mandi Reiland, Steve Trncak, Laurel Williamson, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:17 p.m.
II.	Roll Call of Board Members	Marie Flickinger, Erica Davis Rouse Rouse, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.074 and 551.071 of the Texas Open Meetings Act, for the following purposes: Personnel Matters and Legal Matters	Adjourned to closed session at 5:17 p.m. a. Legal Matters – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by the law. Mandi Reiland, Steve Trncak, and Teri Zamora b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee. Brenda Hellyer present for this item.
IV.	Reconvene in Open Meeting	Reconvened in open meeting at 5:51 p.m.
V.	Review Analysis of Past Community College Survey of Student Engagement (CCSSE) Data	Laurel Williamson, Chris Duke, George Gonzalez, and Matthew Lewis were present for this item. Brenda Hellyer introduced those present for this item. She provided an overview on the background of obtaining the data. Laurel Williamson added that because CCSSE had to create code for us to receive this specific data and then

		<p>Matthew Lewis had to write additional code to analyze this data, she thinks we are the only college reviewing this data at this detailed level.</p> <p>Brenda added that now that we have the data we have to determine what to do with it and what it means.</p> <p>Dr. Ruede Wheeler asked how the Aspen interviews went. Brenda replied that overall, she thought they went very well.</p> <p>Matthew explained that CCSSE is a program administered at University of Texas Austin every two years. CCSSE data is always at least one year old. For example, Fall 2018 experience is captured in Spring 2019 survey. Results are reported to the College in Fall 2019. We have data from Academic Year 2009, 2011, 2013, 2015, and 2017. San Jacinto College has administered the survey to 11,761 students since 2009.</p> <p>Brenda explained that this is a survey used across the country.</p> <p>CCSSE collected responses on 218 questions. The questions have varied only slightly over the years so we can track patterns over time. The categories of questions are classroom, campus, and instructional experience; importance and utilization of campus resources; satisfaction with campus resources; susceptibility to various sources of attrition; educational background and levels of financial support; and demographic information, including race/ethnicity and gender.</p> <p>Matthew reviewed questions the college should be asking about the data. The focus is on how we can use this data to illuminate parallel experiences of subgroups, identify opportunities to close gaps, and measure our success in doing so. He also reviewed the subset of questions broken down into six categories. Those categories are experience, behavior, values, goals, attrition, and background information. He referred to the full list of questions that the Board received. The list was not reviewed in detail, but Matthew asked the Board to review the list and provide any feedback on items they would like to explore more deeply.</p>
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		<p>is an area we know the college needs to improve. The breakdown of this data can help us determine the gap and improve on areas targeting specific subgroups.</p> <p>Matthew explained that making use of CCSSE, Community College Faculty Survey of Student Engagement (CCFSSE), and Survey of Entering Student Engagement (SENSE) data to understand various experiences in our institutions will provide the college a wealth of insight over the coming years. We look forward to the questions these explorations will raise and the solutions they will present. We need to look deeply at these results and talk to internal constituencies to better understand our students, student access to resources, and the “why” and “why not” around usage.</p> <p>Members discussed actionable options based on the data that was reviewed.</p>
VI.	General Discussion of Meeting Items	<p>Brenda asked if there were any items from the meeting agenda that the members would like to review.</p> <p>Erica Davis Rouse asked for clarification on the course materials action item.</p> <p>Brenda responded that the list included in the action item are the pilot courses. We will reassess after the spring semester. She explained that approval of this recommendation will allow the addition of a course material charge to be included on the student’s fee statement for materials that meet the criteria in participating courses.</p>
VII.	Review of Calendar	Brenda reviewed the calendar with the Board.
VIII.	Adjournment	Workshop adjourned at 6:55 p.m.