



Wharton County Junior College

Academic Affairs Council

Item	Description
Date	November 7, 2024
Time	1:00 p.m.
Location	Library Symposium Classroom

I. Attendees

Role	Name
Chair	Leigh Ann Collins
Minute Taker	Trish Chandler
Attendees	Danny Bacot, Michele Betancourt, Kevin Dees, Tim Guin, T.K. Krpec, David Kucera, Jennifer Mauch, Lindsey McPherson, Patrick Ralls, Natalie Stavinoha, Wendy Tamayo
Guests	none
Absent	Mike Adkins, NaQui Davidson, Carol Derkowski, Jessica Falcon, Traci Myers, Christy Ruby, Amanda Shelton

II. Information and Action Items

	Description
1.	Lac welcomed the Council and thanked everyone for their attendance.
2.	<p>College Readiness Reading/Writing (T.K. Krpec) (handout attached)</p> <ul style="list-style-type: none"> The department has been transitioning students through placement levels due to a change in TSIA2 placement scores. The change accounts for a decrease in students enrolled in INRW 0306 (the lowest level of not college ready courses) and an increase of students enrolled in NCBI 0300 (not college-level course). Course offering options are being explored for INRW 0306 to offer a 3 SCH course with a more intensive and direct approach rather than a broad sweeping approach of 6 SCH of combined courses (paired NCBI 0306 and INRW 0306). Students who are not college ready tend to do better taking ENGL 1301 paired with NCBI 0300 but struggle with ENGL 1302 without the additional support. Thus, faculty recommend adding an option to ENGL 1302. Adding ENGL 2311, Technical and Business Writing, to the WCJC core curriculum (component option 010) will be submitted for THECB approval in the spring. If approved, the course will provide students with an option between ENGL 1302 and ENGL 2311. Faculty are looking at ways to better prepare underprepared students for college-level courses (i.e., implementing modules on how to study and use basic, institution-based technologies).
3.	<p>College Readiness Math (Jennifer Mauch) (handout attached)</p> <ul style="list-style-type: none"> Students with very low TSIA2 placement scores continue to receive instruction to improve basic math skills before advancing to a beginning algebra course by taking MATH 0306 (Basic Mathematics for College). 23 sections of developmental math courses, paired with a credit-level course, were offered in spring 2024. Student success rates, defined as grade of ABC in pairing <i>both</i>

	<p>the credit-level and not college ready (NCR) math course, improved (60%) compared to spring 2023 (46%). A total of 466 students enrolled in development math courses during the spring 2024 term.</p> <ul style="list-style-type: none"> • Support options are needed for incoming students who did not pass the TSI; however, they completed the College Bridge Program in high school. Students who pass the College Bridge Program are deemed “college ready” yet routinely struggle in credit-level math courses. Faculty are considering options.
<p>4.</p>	<p>Continuing Education & Dean of Workforce (Danny Bacot) (handout attached)</p> <ul style="list-style-type: none"> • WCJC EMS Program has an agreement with Houston Fire Department (HFD) to train 25-50 paramedic students annually. The first cohort began fall 2024 with 50 students instead of the expected 25. HFD has requested an additional cohort of 25 students to begin in spring 2025. Room TC-101 was re-arranged to accommodate 50 students at the start of fall 2024; however, the room is not conducive to student learning due to an outdated data projector, screen placement, and general classroom configuration. Room T-107 has been identified as a potential location to offer instruction for the new cohort, but there are similar limitations in that space. Also, the current campus IT infrastructure cannot adequately support the WiFi needs of 50-100 new students. There are plans currently in place to upgrade the campus WiFi as part of phase three of the Richmond Infrastructure Upgrade; however, that phase is not planned until FY26. In order to support immediate growth at the Richmond campus, a proposal is on the November agenda for BOT approval of new data projectors, additional projection screens, and to simultaneously move forward with phase three of the IT infrastructure upgrade during the current fiscal year along with phase two. If approved, the funds will be transferred from the MIS Plant fund. • Currently, there are 1,793 students enrolled in the Vocational Science and Technology & Business programs; 618 and 1175 respectively. • Organizational changes within the Vocational Science Division: <ul style="list-style-type: none"> ○ Tim Guin – retirement Dec. 24 (current Division Chair and Police Academy Program Director) ○ Gary Bonewald – new Division Chair (current EMS Program Director) ○ Karl Johnson – new EMS Program Director ○ Grady Smith – new Police Academy Program Director ○ Steve Streblov – new Process Technology Program Director (replaced Willie Myles), currently in effect • Curriculum updates for Manufacturing Technology and Process Technology AAS degrees are being reviewed for options to add a second Level I Certificate for Process Technology. • Bay City Construction Trades started CE Carpentry classes in April with 6 students enrolled. Discussions are taking place on how to renovate and utilize the additional 7,000 sq. ft. of empty space. The possibility of offering Pipefitting and Plumbing as part of phase two is being reviewed. • Grant Updates: <ul style="list-style-type: none"> ○ An application has been submitted for a True Grant for the CE Patient Care Technician (PCT) program; approval is pending. ○ The CNA grant to upskill workers in healthcare has been extended to expend leftover funds. ○ WCJC applied for a TRUE Grant as part of a consortia through the Fort Bend Chamber. If approved, the grant will be used for programs under the IT and Networking department. ○ Funds approved from the JET grant for Automotive will be used to help purchase updated hands on lab equipment.
<p>5.</p>	<p>Counseling & Disability Services (Amber Barbee) (handout attached)</p>

Counseling:

- WCJC has 4 counselors who are available to provide individual and group counseling on every campus. The counselors are also providing closed group sessions for PTA students, Sugar Land Nursing students, and students with Autism (Richmond campus) as well as Executive Functioning support groups for 123 neuro-divergent students (Sugar Land campus).
- The 2nd annual S.O.U.L. 5K Walk was held on October 5 with 344 attendees; participation was up from 179 last year. Plans are to schedule this event on the 1st Saturday in October each year.
- The department sponsors Counseling Connection Days to help support and promote Breast Cancer, Mental Health, and Suicide Awareness.
- Art and Soul (Art Therapy) sessions are offered each week for TRiO students. There are currently three different groups participating in these sessions.
- The Homestead Pioneer Pantry continues to provide clothing vouchers, food, toiletries, and detergent to about 183 students each month. There has been an increased need for supplies and resources as the program becomes more popular. New services are now available to provide support with medical/psychological assistance for eligible students.
- The department collaborates with Student Life to host student events such as Welcome Week Scavenger Hunt, Pioneer Frontier Resource Fair, Holiday Cheermeister, One Stop Shops, Safe Spring Break, Residence Hall Nights, and more.

Disability Services:

- The DS department is now a 100% paperless department. All requests and supporting documentation are processed and maintained through the Accessible Information Management (AIM) system. Currently, 377 active students are receiving disability services.
- New information cards now include a QR code for students to scan which goes directly to Disability Services information online, including the process to request accommodations.
- Faculty Feedback has been updated to add more specific concern options for faculty when submitting early alerts in Banner. More faculty are utilizing the alert system with 22 faculty and 125 alerts so far this semester up from 19 faculty and 93 alerts in spring 24.
- Disability Services work collaboratively with WCJC Recruitment at transition fairs at several area high schools to help provide support and information for parents and students with special needs.

6. Distance Education (Michele Betancourt) (handout attached)

- In AY 24, DE provided 183 open labs, 77 faculty drop-in visits, 24 face-to-face and Zoom training opportunities, and closed out 270 support requests. DE also continues to update and develop self-paced training and resource courses through Brightspace.
- DE Office hours for student and faculty support per campus:
 - Richmond; Rm. TC-103 – 7:00 a.m. – 4:00 p.m. (Mon-Fri)
 - Wharton; Rm. PSC-305 – 8:00 am. – 5:00 p.m. (every Mon & Fri and every 2nd & 4th Wed)
 - Sugar Land; Rm SL-201A – 8:00 a.m. – 3:00 p.m. (every 2nd and 4th Wed)
- DE staff will be available to provide online support throughout the winter-mini session (December 16 – January 3).
- Courses in development shells can be fully updated, including dates. Only intelligent agents, groups, and textbook/homework links need to be added after content is transferred to live shells. Live shells for spring will be available in January, after the winter break; however, effective spring 25, faculty must build courses in development shells before live shells become available.

	<ul style="list-style-type: none"> • All courses in Brightspace will be taught using the New Lesson View (New Content Experience) beginning spring 25. The current view and the option to “opt-out” from the New Lesson View will no longer be available. • Brightspace will be updated to allow 5 levels of folders in content modules starting in December. Although best practice is still 3 levels, this will hopefully eliminate errors with content not being visible.
<p>7.</p>	<p>Library (Christy Ruby) (handout attached)</p> <p>Christy was unable to attend the meeting; however, Lindsey reviewed a handout provided by Christy.</p> <ul style="list-style-type: none"> • The library has various databases, online offerings, and in-person services for students and faculty. • Library staff has completed a “weed out” project to remove old, outdated, and duplicate books, videos, and other resources no longer used. More virtual materials are being purchased as opposed to hard copies. • The library has been reconfigured and organized to help better support students and to be more user friendly. • A new “Live Chat” feature added to the Library webpage has become very popular with students, especially in the evenings. The chat is open Monday – Thursday from 9:00 a.m.-2:00 p.m. and 5:00 p.m.-8:00 p.m. and from 9:00 a.m.-2:00 p.m. on Fridays.
<p>8.</p>	<p>Dual Credit & University Transfer (Natalie Stavinoha)</p> <ul style="list-style-type: none"> • Bronwynn Cillis has been hired as PT Dual Credit Clerk. She shares an office with Natalie. • Dual credit enrollment for fall 24 is 918 students, up from 826 in fall 23. The number of home-schooled students enrolling at WCJC is also increasing. • THECB has removed PSAT and STARR EOC (end-of-course) scores as exemptions for TSIA. ISDs will determine what criteria to use for students who do not have passing TSI scores and will complete an eligibility certification form for those students to take college courses. • ISD counselors have reported that the early alert notifications sent to inform when student averages fall below 75% are very helpful. • Wharton and El Campo High Schools currently offer welding classes. El Campo is also offering the intro course for automotive. • Several ISDs are excited to offer dual credit classes in the future for students to start or complete the following programs: <ul style="list-style-type: none"> ○ Payroll Specialist – Level I Certificate (online) ○ Health Data Analyst – Level I Certificate (online) ○ Early Childhood – Level I Certificate (online) ○ Industrial Electronics ○ Security Specialist or Network Specialist • Early College High School (ECHS): <ul style="list-style-type: none"> ○ Programs continue with Bay City and Wharton (ROAR) ○ Due to low participation, Wharton PTECH (Pathways and Technology for Early College High Schools) is teaching out the welding classes with only seniors enrolled this year ○ Louise PTECH will begin offering welding classes in spring 25 ○ Lamar ISD is interested in starting an ECHS program and is considering a partnership with WCJC • Articulation agreements: <ul style="list-style-type: none"> ○ Updated agreements have been signed with Sam Houston State University and Texas Tech University. ○ New agreements have been signed with Texas Women’s University for general transfer and blended nursing program which allows a WCJC ADN

	<p>student to take TWU nursing classes and earn a BSN.</p> <ul style="list-style-type: none"> ○ An agreement with University of Houston – Victoria is being updated to include an addendum for a blended nursing program.
<p>9.</p>	<p>Senior Citizens (Traci Myers (absent) (handout attached))</p> <p>Traci was unable to attend the meeting; however, VP Collins reviewed the handout Traci provided.</p> <ul style="list-style-type: none"> ● The program serves Wharton and Colorado counties (Wharton, El Campo, Eagle Lake, Columbus, and Weimar) with Meals on Wheels, congregate meals, in-person activities, and local transportation. Since October 2024, 2,867 meals have been delivered or served which is up from the same period last year. The increase in meals is due to new members and another increase is expected in November as 10 additional members have been accepted. In AY24 (October 1, 2023 to September 30, 2024), 22,457 meals were delivered or served. ● December 7 is the 5K Stride and Stroll fundraiser at Riverfront Park. ● The program recently held a Halloween party with 25 seniors in attendance. Seniors enjoyed a hot meal and played bingo and dominos. Upcoming events include a Thanksgiving Feast and Christmas Celebration.
<p>10.</p>	<p>Vocational Support Services/Perkins (Wendy Tamayo) (handout attached)</p> <ul style="list-style-type: none"> ● The Carl D. Perkins Grant serves students enrolled in Career and Technical Education (CTE) courses and focuses on improving their success by funding instructional equipment, instructional resources, and student services assistance. ● The grant award for AY25 is \$159,099. Funds will be allocated to purchase a Triton-D10 Scanner for Automotive Technology; professional development opportunities for Early Childhood, Paralegal Studies, and Vocational Support Services; reimbursement for childcare (4 students) and transportation (59 students) expenses; and assistance with testing or PLA (Prior Learning Assessment) fees. ● Focus and Priorities for AY25 include: <ul style="list-style-type: none"> ○ Increase enrollment for non-traditional programs; ○ Enhance faculty development and strengthen industry partnerships for recruitment and retention; and ○ Boost awareness and expand financial support for CTE/Special Population students ● Vocational Support Services offer laptop and webcam rental, work closely with Title V and academic advisors to support student success, and advise all students interested or enrolled in CTE programs. ● Vocational Support Services participate in and/or provide funding support for various events and activities, i.e., One-Stop Registration, Student Resource Fairs, Central Fort Bend Chamber’s Manufacturing Day, Women in Industry, and more.
<p>11.</p>	<p>Student Success (Lindsey McPherson)</p> <p>TRiO (handout attached)</p> <ul style="list-style-type: none"> ● AY 2024-2025 is the final year for the 2020-2025 TRiO SSS Grant cycle. Grant awards for the five-year period total \$1,325,972.00. ● The program exceeded all grant expectations for 2023-2024 and has already met the required cohort number of 144 for 2024-2025. ● The Annual Performance Report (APR) for 2023-2024 is due December 6. The process includes updating over 300 students in our database to maximize Prior Experience (PE) points which will be included in the score of the next grant submission. ● An application for the 2025-2030 grant was submitted on June 24. The application consists of 65 pages along with three distinct Competitive Preference Priorities (CPPs). Points are earned for narrative, CPPs and PE. These points are included in the final score used to determine grant award approval and funding amounts.

	<ul style="list-style-type: none"> The program proudly covers the cost of caps and gowns for graduating TRiO students. 37 students graduated in May 2024. <p>Title V & Academic & Career Advising</p> <ul style="list-style-type: none"> This is the final year of the Title V grant. A plan to retain and transition 3 positions to Academic Advising and purchase software for 5 programs is being submitted. Chatbot, an AI generated platform on the website to search and answer student questions, has been implemented and is being used a lot by students. The advising department had 10,457 academic advising sessions, 6,456 sessions for career advising, and 4,059 sessions for transfer students from Sept 1, 2023-Aug 31, 2024. The advising department hosts a variety of events including college tour trips, transfer and career fairs on the Wharton and Richmond campuses, and Summer Bridge Program. <p>Campus Life (handout attached)</p> <ul style="list-style-type: none"> Student Life collaborates with other Student Success areas to host numerous events on all four campuses, such as Welcome Stations and Welcome Back Bags/Lunches, Pioneer Planner Party, Pioneer Snack Wagon, Halloween Treats/Spooktacular Day Bash/Pioneer Spirit Hunt, Pioneer Give Thanks Lunch, Holiday Cheermiester, and more. Student clubs are rebounding. There are 15 active clubs and organizations in addition to Phi Theta Kappa. Creating a category for “interest groups” is being considered. The club handbook and club processes have been revised to be more “user friendly” for students and advisors to start clubs. 117 residents currently live in the residence halls including four Resident Assistants (RAs), two in each hall. RAs help assist with various events such as birthday parties, cookie baking contests, cookouts, and game nights. The Learning Centers are available on three campuses and services include tutoring, computer labs, study groups, academic recovery assistance, and access to student resources. To date, 2,300 students have checked in at one of the centers since the start of the fall semester. The centers also offer workshops on Brainfuse (online tutoring), time management, study skills, etc. In addition to paid part-time professional tutors, a peer tutoring program has been implemented. The program has been a huge success. New laws and rules for Title IX became effective Sept. 1. Some states, including Texas, are appealing the new laws at the Federal level. The position for the Title IX Coordinator has been reposted.
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III. Adjournment

Time:	3:19 p.m.	
Signature of Chair	<i>Leigh Ann Calloway</i>	Date: 11/21/24

English Department Continuity Report

INRW/NCBO 0306:

	Fall 2019		Fall 2020		Fall 2021		Fall 2022		Fall 2023	
Enrolled INRW0306	68		52		159		182		91	
INRW0306 A, B, C	53	78%	45	87%	110	69%	145	80%	65	71%
*Subsequent ENGL1301 A, B, C	30		32		96		100		43	
*Subsequent ENGL1302 A, B, C	18		20		44		40			

ENGL 1301 & NCBO 0300:

	Fall 2019		Fall 2020		Fall 2021		Fall 2022		Fall 2023	
Enrolled NCBI0300	163		183		212		279		291	
NCBI0300 A, B, C	133	82%	148	81%	156	74%	226	81%	233	80%
Concurrent Enrolled ENGL1301	163		183		212		279		291	
Concurrent ENGL1301 A, B, C	121	74%	142	78%	156	74%	213	76%	225	77%
*Subsequent ENGL1302 A, B, C	65		78		98		130			

Notes:

- From Fall '21 – Fall '23, we were transitioning students through placement levels, as placement scores changed due to TSIA2.
- This accounts for the down-tic in students enrolled in INRW and up-tic in students enrolled in 0300.
- Non-college-ready students tend to do well through 1301/0300 but struggle when in 1302 without the additional guidance.

Action Items to Improved Rates:

- Students don't always enjoy literature or argumentation or students tend to be driven by "how will this help me in the future?"
 - Implementing ENGL 2311 to give students options
- Exploring course offering options
 - Looking into 3-hours offerings for 0306
 - Looking at other college's course offerings and plans to determine the best course of action
- Study and Technology Prep
 - Students are underprepared for college courses
 - Implement a "How to Study and Plan for Success" module
 - Implement a "How to use basic, institution-based technologies" module
 - D2L, email, RAVE, MS Word, MS PowerPoint, Google Docs, Google Slides, saving & submitting assignments
 - Work with the learning center??



Enrollment	Spring 2022	Spring 2023	Spring 2024
NCBM 0208 (w/MATH 0308)	87	117	
MATH 0306 (assuming 0306 (1 st 8 weeks) and 0308 (2 nd 8 weeks), as of Fall 2023)			80
MATH 0308 only	141	148	141
MATH 0312	0	0	0
NCBM 0314 (w/MATH 1314)	181	178	141
NCBM 0224 (w/MATH 1324)	54	59	43
NCBM 0232 (w/MATH 1332)	10	8	25
NCBM 0242 (w/MATH 1342)	62	49	36
TOTAL Dev Math Students:	535 (+36% from Sp. 2021)	559	466
% Coreq (Prior to Spring 2024, w/o MATH 0308 and NCBM 0208; Spring 2024, w/o MATH 0308 and MATH 0306)	307/307 = 100%	294/294 = 100%	245/245 = 100%
# Coreq Sections (Prior to Spring 2024, w/o MATH 0308 and NCBM 0208; Spring 2024, w/o MATH 0306)	28 sections	26 sections	23 sections

MATH 1314 MATH 1324 MATH 1332 MATH 1342	NCBM 0314 NCBM 0224 NCBM 0232 NCBM 0242	Spring 2022	Spring 2023	Spring 2024
Grade Earned	Grade Earned	% of Students in Coreq Pairing		
ABC	ABC	50%	46%	60%
ABC	DF	4%	7%	3%
DF	ABC	12%	11%	11%
DF	DF	16%	16%	13%
W	W	19%	20%	13%
% to complete Credit with "C" or better (Done with math courses!)		54%	53%	63%
to Exit Dev Math (Pass credit and/or dev math with "C" or better...Some may have to repeat credit course)		66%	64%	74%

Spring 2024		MATH 1314 NCBM 0314	MATH 1324 NCBM 0224	MATH 1332 NCBM 0232	MATH 1342 NCBM 0242
Grade Earned	Grade Earned	% of Students in Coreq Pairing			
ABC	ABC	56%	60%	80%	58%
ABC	DF	4%	7%	0%	0%
DF	ABC	13%	5%	8%	14%
DF	DF	10%	21%	12%	17%
W	W	18%	5%	0%	11%
% to complete Credit with "C" or better (Done with math courses!)		60%	67%	80%	53%
to Exit Dev Math (Pass credit and/or dev math with "C" or better...Some may have to repeat credit course)		73%	72%	88%	72%

MATH 0308	NCBM 0208	Spring 2021*	Spring 2022	Spring 2023
Grade Earned	Grade Earned			
ABC	ABC	55%	40%	35%
ABC	DF	0%	0%	0%
DF	ABC	9%	21%	14%
DF	DF	23%	23%	28%
W	W	13%	10%	23%
% to complete MATH 0308 with "C" or better (and move to Credit Math w/support class)		55%	40%	35%

	% of Students in Dev Math Coreq Pairing
	Spring 2024
Passed 0306/0308	51%
Passed 0306, Failed 0308	17%
Passed 0306, Withdrew 0308	17%
Passed 0306, Did not take 0308	14%



Wharton County Junior College

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For Credit Programs

1) Programs

- Vocational enrollment Fall 24:

Vocational Area Fall 2024 Enrollments		
Division	Duplicate Enrollments	Unduplicated Enrollments
Vocational Science	1869	618
Technology & Business	1617	1175
Total	3486	1793

- HFD EMS enrollment of 50, 25 Spring
- Proposed changes to T-101 & T-107
- Division chair retirement Tim Guin Dec. 24
 - ◆ Gary Bonewald DC
 - ◆ Karl Johnson PD
 - ◆ Grady Smith PD
 - ◆ Steve Streblov PD

2) Curriculum

- Reviewing curriculum regarding Manufacturing
- Reviewing curriculum regarding Process Technology
- Reviewing possibly offering Pipefitting & Plumbing BC

3) Grants

- Patient Care Technician submitted
- CNA Consortium extension
- Technology & Business FB Chamber submitted

- ◆ Network and Computer Systems Administrator - Network Cloud Specialist
 - Automotive equipment
- 4)

Fall 2024 Academic Affairs Council Counseling And Disability Services

COUNSELING:

W (Working):

- individual and group counseling available on every campus (4 counselors)
- 2nd Stomp Out Suicide 5K (SOUL walk) for suicide awareness and prevention
ATTENDANCE: 344
- weekly Art and Soul (Art Therapy) for TRIO students
- closed group counseling sessions (PTA/Call the Shots/Effective Communication)
- Homestead food pantry is ONE YEAR OLD
Continuing to provide clothing vouchers/food/toiletries/detergent
NEW: *medical/psychological assistance*
- Assessment Center (WCJC Therapists test for Dyslexia and/or ADHD)
- Maxient forms (consent for counseling)
- Executive Functioning support groups on Sugarland campus for neuro-divergent students
- Counseling Connection days (Pink Out, Mental Health Day, Suicide Awareness Day)

C (Challenges):

- increased need for supplies/resources/wellness clinic
- purchasing procedures for the Homestead delay shopping times
- increase in numbers for Homestead
- limited access to event space

J (Joint Efforts):

- Student Life Events (Welcome Week Scavenger Hunt, Spirit Hunt, Planner Party, Hocus Pocus Bash)
- Pioneer Frontier (resource fair for students) added Distance Education, Internship Opportunities, & Fine Arts & Recruiting
- Holiday Cheermeister (unwind before finals)
- with DE: Student Resource section in Brightspace – videos about CDS services
- with DE: Convocation: How to Handle the Hard to Handle Pioneer & Using AI to Support Mental Health
- Residence Hall nights (Drug & Alcohol Awareness, Healthy Relationships)
- One Stop Shops (5+ students registered for DS services at each event)

C (Coming Up):

- World Kindness Day: It's Cool to Be Kind (thank an instructor/get sunglasses)
- Pioneers Give Thanks
- Holiday Cheermeister (unwind before finals)
- Adding more content to Brightspace Student Resource page (boundaries, healthy relationships, sex trafficking & domestic violence)
- SAFE Spring Break

FALL 2024 Academic Affairs Council Counseling And Disability Services

DISABILITY SERVICES:

W (Working):

- new cards with QR codes for processes/coping skills on the back
- AIM system (100% paperless department) -377 active students; 157 students with two or more disabilities
- temporary condition or injury processes and procedures loaded into AIM system
- Zen Den
- Academic Recovery (no students with repeat failures);
- Peaceful Pioneer (quarterly newsletter with tips, resources, & important reminders)
- revised ESA procedures to the residence hall
- Faculty Feedback was modified to include more concern options for instructors to report in Banner that are more specifically targeted towards student needs
- Increase in feedback submitted 😊

Fall 2023 faculty using early alerts-5

Fall 2023 early alerts sent-6

Spring 2024 faculty using early alerts-19

Spring 2024 early alerts sent-93

Fall 2024 faculty using early alerts-22

Fall 2024 early alerts sent-125 (so far)

C (Challenges):

- communal areas
- students requesting more opportunities to meet friends
- encouraging students to self-advocate/utilize disability resources

J (Joint Efforts):

- transition fairs with the recruitment team (site visits have included LCISD, EISD, BISD, & EBISD)
- presentation on Disability Services to students with special needs at campus parent nights
- networking with 504/area SPED directors to train their staff and diagnosticians on transition services

C (Coming Up):

- transition folders to assist students with preparing disability services documentation for college courses

- **Training /Resources/Support**
 - In AY 2024DE Provided
 - Open Labs Scheduled - 183
 - Faculty Drop-ins (since 1/24/24) - 77
 - Support Requests - 270
 - Training Opportunities (Face to Face & Zoom) - 24 Total
 - Digital Accessibility - 10
 - RSI - 4
 - Leveraging Brightspace Tools for RSI - 1
 - Intelligent Agents - 2
 - Annotate Pro: Grading & Feedback Made Easy - 2
 - New Content Experience Basics - 3
 - Setting Up Brightspace for Dual Credit Reporting - 2
 - DE continues to add to its selection of self-paced training and resource courses in Brightspace. We currently offer or are developing:
 - Regular and Substantive Interaction for Online Courses
 - Brightspace Training
 - Digital Accessibility
 - WCJC Resources
 - Student Resources (Redesigned for Spring 2025)
 - AI Resources
 - Working with Adobe/Adobe Fillable Forms (Spring 2025)
 - **DE has added office hours on all campuses to support students and faculty.**
 - Richmond: Every day 7:00-4:00 Room 103
 - Wharton – Every Monday and Friday 8-5 and 2nd and 4th Wednesday 8:00 – 5:00 pm PSC 100
 - Sugar Land – 2nd and 4th Wednesday 8:00 – 3:00 pm Rm. 201A
- **Convocation Spring 2025**
 - DE is still requesting proposals for professional development day
 - All presenters will be entered into a raffle for a prize.
 - Several sessions will be following up on our AI theme from Fall.
- **Brightspace Updates**
 - Winter Mini
 - Courses are available to faculty to begin building.
 - DE will be providing faculty support throughout the mini session
 - Spring
 - All faculty **MUST** build in development shells
 - Courses can be fully updated in the development shells – including dates
 - Only Intelligent Agents, groups and textbook/homework platform links need to be done after copying to live shells.
 - Live shells will become available when we return from winter break
 - Additional info will be sent to all faculty on Monday
 - New Lesson View (New Content Experience)
 - All courses will be taught using the New Lesson View beginning with Spring 2025
 - There will no longer be the option to “opt-out
 - In December, Brightspace will be updating view to allow for 5 levels of folders in Modules (best practice is still 3 levels, but this will hopefully eliminate the remaining “content not visible” errors).

J.M. Hodges Library

Programs and Services

Databases/ Online Offerings

- Subject-specific databases
- A OneSearch for just about everything the library has on the main page:
wcjc.edu/students/library
- E-books (both academic and non)
- Newspapers ([Access World News/ Newsbank](#), Houston Metro Coll.: <https://shorturl.at/tDMRW>, Houston Chronicle Coll: <https://shorturl.at/ILNT5>)
- Journals
- Video streaming databases ([Kanopy](#), [Academic Video Online](#), [Swank](#), etc.)
- Tutorial Database ([Niche](#))
- Request materials through [InterLibrary Loan](#) or just click on the request button below your search result
- Email reference help: wcjclibrary@wcjc.edu
- [Live chat](#) between 9 am-2 pm and 5 pm- 8 pm (submit
- Schedule an instruction session(either online or in- person) here:
<https://wcjc.libwizard.com/f/Library-Instruction-Request>
- Modular Tutorials and asynchronous library orientation:
<https://my.nicheacademy.com/wcjc/course/73326/sequence/41562>

In-Person Services

- Expert research help
- Books!
- DVDs
- Textbook and course reserves (now managed by the Learning Center)
- Journals, Magazines, and Newspapers (*Houston Chronicle* returned!)
- Microfilm newspapers
- Yearbooks (select years)
- Computers
- Meeting Rooms

- Study Space (group and individual)
- Schedule an instruction session(either online or in- person) here:
<https://wcjc.libwizard.com/f/Library-Instruction-Request>

Other fun things

- **Movie Mondays, Ask Me Anything Tables, Night Against Procrastination, and more**
- **Library Ledger/ Toilet Times**

2024 Stats Snapshot

Number of Online Searches:

1,409,576 (up from 243,793 last year)

Instruction Requests for Fall 2024:

25 (up from 23 last fall)

Library staff completed the first-ever weeding, deselection, and inventory project using our library system in 2024.

Student feedback from survey:

- “Really did an amazing job helping me get my project printed.”
- “They are very helpful. They always ask if we need help.”
- “They did a great job answering questions!”
- “Best of people.”

Senior Citizens Program – Academic Affairs Meeting – November 7, 2024

1. Annual 2023-2024 FY Meals Delivered

- a. September 2024 TOTAL = **2,304 Meals** (1,048 Hot, 1,256 Frozen)
- b. August 2024 TOTAL = **2,189 Meals** (1,088 Hot, 1,101 Frozen)
- c. July 2024 TOTAL = **1,631 Meals** (668 Hot, 928 Frozen, 35 Shelf Stable)
- d. June 2024 TOTAL = **2,333 Meals** (926 Hot, 887 Frozen, 520 Shelf Stable)
- e. May 2024 TOTAL = **1,845 Meals** (1,018 Hot, 827 Frozen)
- f. April 2024 TOTAL = **2,089 Meals** (1,164 Hot, 925 Frozen)
- g. March 2024 TOTAL = **1,625 Meals** (881 Hot, 744 Frozen)
- h. February 2024 TOTAL = **1,643 Meals** (895 Hot, 748 Frozen)
- i. January 2024 TOTAL = **1,491 Meals** (807 Hot, 684 Frozen)
- j. December 2023 TOTAL = **1,652 Meals** (541 Hot, 1,111 Frozen)
- k. November 2023 TOTAL = **1,722 Meals** (646 Hot, 1,076 Frozen)
- l. October 2023 TOTAL = **1,933 Meals** (636 Hot, 1,297 Frozen)
 - i. **ANNUAL TOTAL DELIVERED: 22,457 Meals** (10,318 Hot, 11,584 Frozen, 555 Shelf Stable)

2. Monthly Meals Delivered – October 2024 (New FY 2024-2025)

- a. **2,867 Meals Delivered** (1,252 Hot, 1,615 Frozen)
 - i. Increase is result of having new members for both Congregate and Homebound - MOW in Wharton County and Colorado County.
 1. **October 2024** (Wharton County) = **6 New Members** (Congregate); **6 New Members** (Homebound – MOW) = **12 New Members Total**
 2. **October 2024** (Colorado County) = **1 New Member** (Congregate); **4 New Members** (Homebound - MOW) = **5 New Members Total**
 3. **OCTOBER 2024 = 17 NEW MEMBERS TOTAL** for both counties
 - ii. We are anticipating another increase in meal deliveries for November 2024.
 1. **November 2024** (Wharton County) = **3 new members** (Congregate); **3 new members** (Homebound - MOW) = **6 New Members Total**
 2. **November 2024** (Colorado County) = **No New Members** (Congregate); **4 New Members** (Homebound - MOW) = **4 New Members Total**
 3. **NOVEMBER 2024 = 10 NEW MEMBERS TOTAL** for both counties

3. **Transportation Units** – Actively working on increasing these numbers

4. **Upcoming Fundraiser : 5K Stride and Stroll**

- a. **December 7, 2024 @ 8:30 am @ Riverfront Park's Central Pavilion** (222 E. Elm St, Wharton, TX)
 - i. **Event Sponsor Registration** = Now until 5:00 pm on **November 14th**
 - ii. **Participant Early Registration** = Now until 5:00 pm on **November 18th** (guarantees an event t-shirt) - **\$35/person** (13 yrs & up); **\$25/person** (12 yrs & under); \$125/group of up to five participants
 - iii. **Participant Late Registration** = **November 18th** until **December 7th** (morning of event) - **\$40/person** (13 yrs & up); **\$30/person** (12 yrs & under); **\$150/group of up to five participants**

5. **Senior Citizens Center Holiday Gatherings**

- a. October 31st – We had a Halloween party; 25 seniors were in attendance (Hot Meal, Bingo, Dominos)
- b. **UPCOMING: Thanksgiving Feast – November 14th** (Hot Meal, Bingo, Dominos)
- c. **UPCOMING: Christmas Celebration - December 20th** (Hot Meal, White Elephant Gift Exchange, Bingo, Dominos, Photos w/Santa)



Wharton County Junior College

Carl D. Perkins
Academic Affairs Meeting
November 7, 2024

Vocational Support Services -

The Carl D. Perkins grant is focused on improving the academic and technical achievement of Career and Technical Education (CTE) students. Funds are allocated to Wharton County Junior College for instructional equipment, instructional resources, and student services assistance.

Students majoring in an Associate of Applied Science Degree or certificate as listed in the WCJC catalog may be eligible for support. Funds are used to support or reduce out of pocket expenses for CTE students who have monetary challenges. Students must identify with one of the Perkins Special Populations categories to qualify.

Carl D Perkins Grant 2024-2025

Award: \$159,099

Major Purchases:

Item	Service	Department	Funds Allocated
Special Population CTE Marketing, Events, & Conferences	Special	Special Population Students	\$3,500
Triton-D10 Scanner	Instructional Equipment	Automotive Technology	\$6,550
Conferences for CTE programs/services	Professional Development	Early Childhood, Paralegal Studies, Vocational Support Services	\$6,600
Childcare, Transportation, & Exam Review, Testing or PLA Fee Assistance	Student Services	Special Population Students	\$42,000

FY25 Perkins Basic Grant Priorities:

- Non-Traditional Program Enrollment (Perkins Core Indicator 3P1):
 - Our focus will be on prioritizing these gender groups through support services, outreach, and marketing.
- Enhance Faculty Development and Strengthen Industry Partnerships for Recruitment and Retention:
 - Provide funding that will support faculty professional development through workshops, industry events, etc.
- Enhance CTE Program Quality, Expand Nontraditional Student Recruitment, Strengthen Career Guidance and Support Services, and Build Industry Relationships:

- Address the need to evaluate CTE programs for compliance with criteria for Size, Scope, and Quality and take corrective action as needed.
- Collaboration with the WCJC Career and Transfer Centers aids students in career selection, academic support, and enhancing their educational goals.
- Foster partnerships with business and industry to identify training needs and placement opportunities, participating in events to raise awareness and build professional relationships.
- **Boost awareness of resources and expand financial support for CTE/Special Population Students:**
 - The project aims to assess student needs, provide assistance with childcare and transportation, increase funding to address attendance and completion obstacles, and support licensure or certification fees.
 - The campaign involves utilizing various communication channels, including school announcements, newsletters, social media, and websites, to educate special population students about available resources.

Vocational Support Services Offered:


- Tech Connect – Laptop and Webcam Rental Service
 - 9 ACER Laptops and 9 Logitech Webcams available for semester rental
- Childcare Reimbursement
 - \$10 per day, maximum \$120 per month
- Transportation Assistance
 - Travel <100 miles round trip: \$50 gas card per month
 - Travel >100 miles round trip: \$75 gas card per month
- Vocational Advising
 - Coordinator of Vocational Support Services works closely with Title V and Academic Advisors to support student success
 - Assigned advisor for CTE programs

Vocational Support Services Activities:

- The Vocational Support Services office is involved the following activities by participating, providing funding, and/or support.
 - One-stop Registration Events
 - Orientation presentations to students
 - Pioneer Frontier: Student Resource Fair
 - Monthly Advising/Vocational Support Services events
 - Central Fort Bend Chamber’s Manufacturing & Technology Day
 - WCJC Foundation Super Science Alliance
 - Wharton County Job Fair
 - Central Fort Bend Chamber’s Health Day
 - Women in Industry
 - CTE Recruiting Events


TRiO SSS Fall 24 Update

23-24 GAN & TRiO SSS Cohort Numbers




On July 15, 2024, the Department of Education issued our final Grant Award Notification (GAN) for the 2020-2025 TRiO SSS Grant Cycle. The authorized funding for the 2023-2024 budget period amounts to \$271,459.00, bringing the five-year total to \$1,325,972.00. We successfully reached our target cohort of 144 students for the 2023-2024 year and have already fulfilled the required cohort number for 2024-2025.

Prior Experience (PE) Points




In years 2-4 of Annual Performance Reports, if the cohort numbers and objectives are achieved, grants can earn up to 15 PE points. These points are then added to the final score of new grant submissions for the upcoming grant cycle. In the past, grants could accumulate a total of 45 PE points, but since cohort numbers and objectives have not been consistently met by other TRiO grants, an average from the three years will now be applied, limiting it to a maximum of 15 points. WCJC has consistently received all 15 points per APR year.

2023-2024 Annual Performance Report (APR)




On November 4, 2024, the Department of Education published the 23-24 Annual Performance Report (APR) for the 2020-2025 grant cycle, which is due by December 6th. This process necessitates updating over 300 students in our database to maximize our chances of receiving all Prior Experience (PE) points for the 2023-2024 period, which will be averaged and included in the score of our recent grant submission.

2025-2030 Grant Submission



The Notice Inviting Applicants (NIA) was released on May 1, 2024 with a deadline set for July 30, 2024. In May and June, we participated in grant writing workshops and collaborated with Study Smart Tutors to ensure our proposal met reader expectations. We submitted a total of 65 pages along with three distinct Competitive Preference Priorities (CPPs) on June 24th. Submissions can score up to 100 points on the narrative, up to 10 points on the CPP's, and up to 15 PE points.

Graduation and Upcoming Events



TRiO SSS celebrated a total of 37 graduates in May 2024. We proudly cover the costs of their cap and gown and cherish their moment on stage. Upcoming events to look forward to include: Art & Soul with Counseling every week, Financial Literacy Fridays, TRiO Friendsgiving, Winter Spirit Week, and TRiO Finals Week (breakfast and lunch served Monday-Thursday).

Advising/Title V Data 9/1/23 -8/31/24

	Wharton	Richmond	Sugar Land	Totals
Academic Advising	3576	3184	3697	10457
Career Advising	1476	3032	1752	6456
Career Planning	196	0	0	
Transfer Advising	979	1836	1244	4059

Hosted:

- 2 Transfer Fairs - on Wharton and Richmond Campuses
- 1 Career Fair - on the Richmond Campus
- Summer Bridge Program

Student Success Academic Affairs Council Report

Student Activities -

Hosted a number of fall events including:

- Welcome Station Tents
- Welcome Back Bags/Lunches
- Pioneer Planner Party- Provided planners and assisted students with planning their schedules and time management for the semester.
- Pioneer Snack Wagon- Recurring random day time snacks for students
- Transfer Fair Collaboration with Advising
- Pioneer Spirit Hunt
- Halloween Treats on all campuses
- Spooktacular Day Bash
- Bay City Trunk or Treat Collaboration

Some upcoming events this include:

- Pioneers Give Thanks- Thanksgiving lunch and reflection of thankfulness
- Holiday Cheer-miester
- Richmond Holiday Decorating Social

Student Clubs -

- We have 15 active student clubs; in addition to Phi Theta Kappa.
- Revamped club handbook and club processes in order to make it more "user friendly" for students and advisors to start clubs
- We are considering creating a category for "interest groups", in addition to formal student clubs

Residence Life -

- We have 117 students living on campus.
- 4 student Resident Assistants (2 in each hall)
- Stay active with various events - birthday parties, cookouts, game nights, etc.

Learning Centers -

- To date, 2300 students have "checked in" at our Learning Centers this semester - for tutoring, computer usage, study groups, academic recovery assistance, to access resources.
 - Offer workshops on Brainfuse, Time Management, Study Skills, etc.
 - We now have peer tutors and professional tutors assisting our students.
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