

BOARD OF TRUSTEES AGENDA

<input type="checkbox"/>	Workshop	<input checked="" type="checkbox"/>	Regular	<input type="checkbox"/>	Special
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- (A) **Report Only** **Recognition**

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

- (B) **Action Item**

Presenter(s): SAMUEL MIJARES, ASST. SUPT. FOR CURRICULUM & INSTRUCTION

Briefly describe the action required.

CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO APPROVE THE 2015-2016 DUAL CREDIT PARTNERSHIP AGREEMENT BETWEEN THE EAGLE PASS INDEPENDENT SCHOOL DISTRICT AND SOUTHWEST TEXAS JUNIOR COLLEGE.

- (C) **Funding source: Identify the source of funds if any are required.**

HIGH SCHOOL ALLOTMENT FUNDS

- (D) **Clarification: Explain any question or issues that might be raised regarding this item.**



Eagle Pass Independent School District

ASSISTANT SUPERINTENDENT FOR CURRICULUM AND INSTRUCTION

September 29, 2015

TO: Gilberto Gonzalez, Superintendent

FROM: Samuel Mijares, Deputy Superintendent for C & I

SM

RE: PARTNERSHIP AGREEMENT BETWEEN EPISD & SWTJC

The 2015-2016 Dual Credit Partnership Agreement between SWTJC and the Eagle Pass ISD is being submitted for board approval. The agreement is needed in order for SWTJC to continue providing dual credit classes to our high school students.

If you have any questions, do not hesitate to contact me at extension 1011.

SM/lcm

Southwest Texas Junior College | Uvalde

2401 Garner Field Rd • Uvalde, Texas 78801-6297
Main phone: (830) 591-2919 • Fax: (830) 591-4182



MEMORANDUM

TO: Letty Martin, Superintendent's Secretary
FROM: Michelle Torres, Director of Outreach
DATE: August 31, 2015
SUBJECT: Dual Credit Partnership Agreements

Enclosed is the revised 2015-2016 Dual Credit Partnership Agreement between SWTJC and your ISD. All changes are highlighted in yellow. Your Superintendent's signature will be required upon review of the agreement and can be mailed back in the enclosed self addressed stamped envelope. Please review accordingly.

SWTJC will continue to offer dual credit classes at the reduced cost which is based strictly on tuition and waiving all other fees. **Please be advised that these tuition rates are subject to change.** In the event that you're ISD provides an instructor that meets all of the SACS (Southern Association of Colleges and Schools) requirements, tuition could be reduced to absolutely no cost to the student. Contact our office if you would like additional information on this option.

Textbooks will be available at reduced rates to ISD's through the Texas Bookstore, a proprietary bookstore. These rates will only be available directly through ISD purchases and should not be resold to students. If your school district chooses to purchase the textbooks for the students, keep in mind the possibility of receiving reimbursement from TEA. Completing the Textbook Reimbursement form for non-state adopted textbooks can help offset textbook costs for the district. For more information contact TEA or go to the TEA website where the form can be downloaded at: <http://www.tea.state.tx.us/textbooks/forms/reimbursement.doc>. Students that are required to purchase their own textbook may make their purchase at the bookstore at shelf price. For more information contact the Texas bookstore or go to the Texas Bookstore webpage at: <http://www.swtjcbookstore.com/home.aspx>.

Each ISD has received a copy of their upcoming academic year course offerings. Please review and make any necessary changes to confirm Dual Credit schedules. We will make every effort to accommodate your requests.

We have also enclosed the following information to assist you with the Dual Credit process: Entrance Exam Minimum Passing Scores, and the Payment Agreement Form. We look forward to continuing our partnership with your school district and providing high school students the opportunity to get a head start in college.

If you have any questions please contact our office at 830-591-7321 or email us at mvtorres@swtjc.edu or dsanchez22065@swtjc.edu.

Dual Credit Partnership Agreement

2015-2016

Southwest Texas Junior College (SWTJC) and Eagle Pass ISD

This Agreement will serve as the instructional partnership between Southwest Texas Junior College and Primary Service Area Secondary Schools and shall be approved and signed by the governing boards or designated authorities of those participating parties.

Secondary Schools and Southwest Texas Junior College agree to the following elements in accordance with the State of Texas Higher Education Coordinating Board's Regulations: Chapter 4 – Rules Applying to All Public Institutions of Higher Education in Texas. SUBCHAPTER D - Dual Credit Partnerships between Secondary Schools and Texas Public Colleges.

Elements of Partnership Agreement:

- A. Eligible courses
- B. Student eligibility requirements
- C. Location of class
- D. Deadline requirements
- E. Student Composition of class
- F. Faculty selection, supervision, and evaluation
- G. Course curriculum, instruction, and grading
- H. Academic policies and student support services
- I. Transcribing of credit
- J. Tuition & Fees
- K. Funding

(A) Eligible Courses (attached)

- (1) Courses offered for dual credit by public two-year associate degree granting institutions must be identified as college-level academic courses in the current edition of the Lower Division Academic Course Guide Manual adopted by the Board or as college-level workforce education courses in the current edition of the Workforce Education Course Manual adopted by the Board.
- (2) Courses offered for dual credit by public universities must be in the approved undergraduate course inventory of the university.
- (3) Public colleges may not offer remedial and developmental courses for dual credit.

(B) Student Eligibility.

- (1) A high school student is eligible to enroll in academic dual credit courses if the student:
 - (a) demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative as set forth in §4.57 of this title (relating to Minimum Passing Standards) on relevant section(s) of an assessment instrument approved by the Board as set forth in §4.56 of this title (relating to Assessment Instruments); or
 - (b) demonstrates that he or she is exempt under the provisions of the Texas Success Initiative as set forth §4.54 of this title (relating to Exemptions/Exceptions).
- (2) A high school student is also eligible to enroll in academic dual credit courses that require demonstration of TSI college readiness in reading, writing, and/or mathematics under the following conditions:
 - (a) Courses that require demonstration of TSI college readiness in reading and/or writing:

(i)if the student achieves a Level 2 final recommended score, as defined by the Texas Education Agency (TEA), on the English II State of Texas Assessment of Academic Readiness End of Course (STAAR EOC); or

(ii)if the student achieves a combined score of 107 on the PSAT/NMSQT with a minimum of 50 on the reading test; or

(iii)if the student achieves a composite score of 23 on the PLAN with a 19 or higher in English or an English score of 435 on the ACT-Aspire.

(b) Courses that require demonstration of TSI college readiness in mathematics

(i)if the student achieves a Level 2 final recommended score, as defined by TEA, on the Algebra I STAAR EOC and passing grade in the Algebra II course; or

(ii)if the student achieves a Level 2 final recommended score, as defined by TEA, on the Algebra II STAAR EOC; or

(iii)if the student achieves a combined score of 107 on the PSAT/NMSQT with a minimum of 50 on the mathematics test; or

(iv)if the student achieves a composite score of 23 on the PLAN with a 19 or higher in mathematics or a mathematics score of 431 on the ACT-Aspire.

(3) A high school student is eligible to enroll in workforce education dual credit courses contained in a Level 1 certificate program, or a program leading to a credential of less than a Level 1 certificate, at a public junior college or public technical institute and shall not be required to provide demonstration of college readiness or dual credit enrollment eligibility.

(4) A high school student is eligible to enroll in workforce education dual credit courses contained in a Level 2 certificate or applied associate degree program under the following conditions:

(a) Courses that require demonstration of the TSI college readiness in reading and/or writing:

(i)if the student achieves a Level 2 final recommended score, as defined by TEA, on the English II STAAR EOC; or

(ii)if the student achieves a combined score of 107 on the PSAT/NMSQT with a minimum of 50 on the reading test; or

(iii)if the student achieves a composite score of 23 on the PLAN with a 19 or higher in English or an English score of 435 on the ACT-Aspire.

(b) Courses that require demonstration of TSI college readiness in mathematics

(i)if the student achieves a Level 2 final recommended score, as defined by TEA, on the Algebra I STAAR EOC and passing grade in the algebra II course; or

(ii)if the student achieves a Level 2 final recommended score, as defined by TEA, on the Algebra II STAAR EOC; or

(iii)if the student achieves a combined score of 107 on the PSAT/AMSQT with a minimum of 50 on the mathematics test; or

(iv) if the student achieves a composite score of 23 on the PLAN with a 19 or higher in mathematics or a mathematics score of 431 on the ACT-Aspire.

(C) A student who is exempt from taking TAKS or STAAR EOC assessments may be otherwise evaluated by an institution to determine eligibility for enrolling in workforce education dual credit courses.

- (5) Students who are enrolled in private or non-accredited secondary schools or who are home-schooled must satisfy paragraphs (1) - (3) of this subsection.
 - (5) To be eligible for enrollment in a dual credit course offered by a public college, students must meet all the college's regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified previous course, etc.).
 - (6) An institution may impose additional requirements for enrollment in courses for dual credit that do not conflict with this section.
 - (7) An institution is not required, under the provisions of this section, to offer dual credit courses for high school students.
 - (8) Dual credit orientation is required for all new high school students enrolling in a dual credit class. Dual credit orientation is offered at the Uvalde, Eagle Pass, Crystal City, Hondo, and Del Rio campuses. Students planning to take a dual credit class must register for dual credit orientation at a designated campus.
- (C) Location of class. Dual credit courses must be taught on the college campus or on the high school campus. For dual credit courses taught exclusively to high school students on the high school campus and for dual credit courses taught electronically, public colleges shall comply with applicable rules and procedures for offering courses at a distance in §§4.101-4.108 of this title (relating to Distance Education and Off-Campus Instruction). In addition, dual credit courses taught electronically shall comply with the Board's adopted Principles of Good Practice for Courses Offered Electronically.
- (D) Deadline requirements. All School Districts must adhere to all dual credit course deadlines set forth by the college. This includes the following:
- (1) Course offerings.
 - (a) The final schedule of courses requested by school district must be submitted by the designated college deadline.
 - (b) If the school district requests changes to the final schedule of courses after the designated college deadline;
 - (1) The college will make every effort to accommodate the request; however, there will be no guarantee that the request for changes will be met.
 - (2) It will be the school district's responsibility to make proper adjustments to its schedule.
 - (2) Registration requirements.
 - (a) School districts will be responsible for submitting all required documentation for registering dual credit students by designated college deadline. This includes the following: admissions applications, dual/concurrent forms, high school transcripts, Dual Credit Payment Agreement, and registration forms.
- (E) Composition of class.

- (1) Dual credit courses may be composed of dual credit students only or of dual and college credit students. Exceptions for a mixed class, which would also include high school credit-only students, may be allowed only under one of the following conditions:
 - (a) School District provides college approved instructor.
 - (1) If the course involved is required for completion under the State Board of Education Recommended or Distinguished Achievement High School Program graduation requirements, and the high school involved is otherwise unable to offer such a course;
 - (2) If the high school credit-only students are College Board Advanced Placement students.
 - (b) College provides instructor. All students must be enrolled as dual credit or pay full tuition as a concurrent student.
 - (c) If the course is a career and technology/college workforce education course and the high school credit-only students are earning articulated college credit.
- (2) Dual credit course class size shall not exceed the capacity limit as set by the college. Distant Learning/Online courses shall not exceed the capacity limit of 15 students per class. Stand Alone/Traditional Face-to-Face courses shall not exceed the capacity limit of 30 students. Exceptions shall be approved by the Vice President of Academic Affairs.

(F) Faculty Selection, Supervision, and Evaluation.

- (1) The college shall select instructors of dual credit courses. These instructors must be regularly employed faculty members of the college and must meet the same standards (including minimal requirements of the Southern Association of Colleges and Schools) and approval procedures used by the college to select faculty responsible for teaching the same courses at the main campus of the college.
- (2) The college shall supervise and evaluate instructors of dual credit courses using the same or comparable procedures used for faculty at the main campus of the college.
- (3) All instructors of dual credit courses must adhere to the Southwest Texas Junior College Faculty Handbook as well as all departmental initiatives set forth by the college that may be implemented throughout the year.
- (4) A school district may request that one of its own instructors be appointed by SWTJC as dual credit instructors. The school district instructor must complete a SWTJC application form, submit official transcripts, meet SACS credential criteria, and be approved by the Vice President of Academic Affairs. A school district dual credit instructor will be a SWTJC faculty member subject to all policy and procedures set forth by the college.
 - (a) High School adjunct instructors will attend a mandatory in-service training on the dual credit program, to review, modify, and/or improve curriculum.
 - (b) Administrators and counselors will receive in-service training on the dual credit program, the conditions and renewal of the agreement, advanced teaching and any changes as the need arises. Recommendations will be formal and subject to approval by the President of the College and the Superintendent of the ISD.
 - (c) Teachers will jointly develop and maintain syllabi, competencies, and standards for the dual credit courses.

(G) Course Curriculum, Instruction, and Grading. The college shall ensure that a dual credit course and the corresponding course offered at the main campus of the college are equivalent with respect to the curriculum, materials, instruction, and method/rigor of student evaluation. These standards must be upheld regardless of the student composition of the class.

(H) Academic Policies and Student Support Services.

- (1) Regular academic policies applicable to courses taught at the college's main campus must also apply to dual credit courses. These policies include but not limited to adhering to the syllabus's required outcomes, appeal process for disputed grades, drop policy, suspension, the communication of grading policy to students, when the syllabus must be distributed, etc.
 - (2) Students in dual credit courses are eligible to utilize the same or comparable support services that are afforded to all SWTJC college students. The college is responsible for ensuring timely and efficient access to such services (e.g., academic advising and counseling), to learning materials (e.g., library resources), and to other benefits for which the student may be eligible
- (I) **Transcripting of Credit.** For dual credit courses, high school as well as college credit should be transcripted immediately upon a student's completion of the performance required in the course.
- (J) **Tuition & Fees.**
- (1) Students are eligible for dual credit tuition discounts for the credit hours enrolled per semester.
 - (2) The school district will be responsible for providing the college with the Dual Credit Payment Agreement which specifies payment options (waived, billed, or sponsored) for students.
 - (3) All SWTJC students including Dual Credit students re-instated for non-payment after the census date will be subject to a \$200.00 re-instatement fee in addition to tuition and fees being charged for current semester.
 - (4) If tuition and fees are not paid by Dual Credit student as per the payment agreement the school district agrees to be responsible for payment.
- (K) **Funding.**
- (1) The state funding for dual credit courses will be available to both public school districts and colleges based upon the current funding rules of the State Board of Education and the Board.
 - (2) The college may claim funding for all students receiving college credit in dual credit courses.
 - (3) All public colleges, universities, and health related institutions may waive all or part of tuition and fees for a Texas high school student enrolled in a course for which the student may receive dual course credit.

Upon approval by the respective governing boards of both partners, and upon signing by the Board Presidents or their designees, this Agreement shall remain in effect until amended or terminated, with 60 days written notice by either party to the other.

ISD Superintendent

SWTJC President

Date

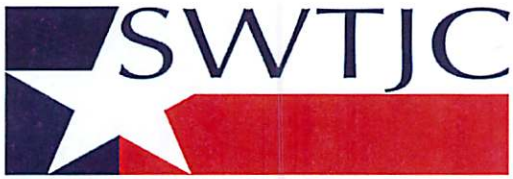
Date

The following are the scores we need to register Dual Credit Students:

DUAL CREDIT STUDENTS	
Test Name	Score
TSIA – Reading	351
TSIA – Writing	363 with 4 on essay or 5 on essay alone
TSIA – Math	350
STAAR English III – Reading	2000
STAAR English III – Writing	2000
STAAR Algebra II	4000
STAAR English II – Reading	2000 (good up to senior year)
STAAR English II – Writing	2000 (good up to senior year)
STAAR English II – Reading/Writing (Test given combined beginning Spring 2014)	4000 (good up to senior year)
STAAR Algebra I	4000 with a 70 or higher on Algebra II Course (good up to senior year)
PLAN	Composite Score of 23 English – 19 and/or Math – 19 (good only for 1 year junior year)
PSAT	Composite Score of 107 Critical Reading – 50 and/or Math – 50 (good only for 1 year junior year)
ACT	Composite Score of 23 English – 19 and/or Math – 19
SAT	Composite Score of 1070 Critical Reading – 500 and/or Math – 500
1 year certificate enrollees	Exempt (must be enrolled only in certificate classes)

The following are scores we need for seniors who are graduating and are registering for classes at SWTJC.

INCOMING FRESHMAN COLLEGE STUDENTS	
Test Name	Score
TSIA – Reading	351
TSIA – Writing	363 with 4 on essay or 5 on essay alone
TSIA – Math	350
STAAR English III – Reading	2000
STAAR English III – Writing	2000
STAAR Algebra II	4000
ACT	Composite Score of 23 English – 19 and/or Math – 19
SAT	Composite Score of 1070 Critical Reading – 500 and/or Math – 500
1 year certificate enrollees	Exempt (must be enrolled only in certificate classes)



Southwest Texas Junior College

SWTJC Dual Credit Payment Agreement

Semester: _____

Dual Credit	Address:
H.S. Name: _____	_____
Phone No. _____	_____
Fax No. _____	_____

Final Class Schedule

Class Title	Section	Key	Payment Option (check one)		
			<input type="checkbox"/> Waived	<input type="checkbox"/> Billed	<input type="checkbox"/> Sponsored
			<input type="checkbox"/> Waived	<input type="checkbox"/> Billed	<input type="checkbox"/> Sponsored
			<input type="checkbox"/> Waived	<input type="checkbox"/> Billed	<input type="checkbox"/> Sponsored
			<input type="checkbox"/> Waived	<input type="checkbox"/> Billed	<input type="checkbox"/> Sponsored
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			<input type="checkbox"/> Waived	<input type="checkbox"/> Billed	<input type="checkbox"/> Sponsored

Waived = School Provided Instructor
Billed = Student Pays
Sponsored = School Pays

I agree that this is the finalized schedule of courses as well as the planned payment options for the above referenced school district. If the student does not pay, the school district will supply the college with a payment

Signature of Certifying Official

Date

Fall 2015

Eagle Pass ISD: CC Winn

Drag columns here to group																
Term	Sec Divisions	Location	Class Key	Course Name	Course Section	Days	Start Time	Description	Comments	Faculty Name	Currently Enrolled	Seats Available	Status	Watchlist		
2015FA	S&BS	CC Winn High School	17297	ECON2301	SEW01	TTH	Aug 31, 2015 9:55 AM	08/24/15 12/11/15 CCW 005 DL TTH09:55AM 11:15AM		Haynes Aubrey	16	9	OPEN	No		
2015FA	S&BS	CC Winn High School	17298	ECON2301	SEW02	TTH	Aug 31, 2015 11:20 AM	08/24/15 12/11/15 CCW 005 DL TTH11:20AM 12:40PM		Haynes Aubrey	21	4	OPEN	No		
2015FA	ARSC	CC Winn High School	17319	ENGL1301	REW01	MW	Aug 31, 2015 8:30 AM	08/24/15 12/11/15 CCW EPDC212 1 MW 08:30AM 09:50AM		Camarillo Angelica	32	-7	CLSD	No		
2015FA	ARSC	CC Winn High School	17320	ENGL1301	REW02	MW	Aug 31, 2015 9:55 AM	08/24/15 12/11/15 CCW EPDC212 1 MW 09:55AM 11:15AM		Camarillo Angelica	31	-6	CLSD	No		
2015FA	ARSC	CC Winn High School	17321	ENGL1301	REW03	MWF	Aug 31, 2015 1:25 PM	08/24/15 12/11/15 CCW EPDC233 1 MWF01:25PM 02:15PM		Camarillo Angelica	0	25	OPEN	Yes		
2015FA	S&BS	CC Winn High School	25874	HIST1301	REW04	MW	Aug 31, 2015 1:25 PM	08/24/15 12/11/15 CCW EPDC 407 1 MW 01:25PM 02:50PM		Mauldin Cathy	28	-3	CLSD	No		
2015FA	S&BS	CC Winn High School	17427	GOVT2305	REW01	MW	Aug 31, 2015 9:55 AM	08/24/15 12/11/15 CCW EPDC 317 1 MW 09:55AM 11:15AM		Rodríguez Josephine	16	9	OPEN	No		
2015FA	S&BS	CC Winn High School	17428	GOVT2305	REW02	MW	Aug 31, 2015 11:20 AM	08/24/15 12/11/15 CCW EPDC 006 1 MW 11:20AM 12:40PM		Rodríguez Josephine	21	-6	CLSD	No		
2015FA	S&BS	CC Winn High School	17415	HIST1301	REW01	MW	Aug 31, 2015 8:30 AM	08/24/15 12/11/15 CCW EPDC 407 1 MW 08:30AM 09:50AM		Mauldin Cathy	30	-15	CLSD	No		
2015FA	S&BS	CC Winn High School	17416	HIST1301	REW02	MW	Aug 31, 2015 9:55 AM	08/24/15 12/11/15 CCW EPDC 407 1 MW 09:55AM 11:10AM		Mauldin Cathy	30	-5	CLSD	No		
2015FA	S&BS	CC Winn High School	17417	HIST1301	REW03	MW	Aug 31, 2015 11:20 AM	08/24/15 12/11/15 CCW EPDC 407 1 MW 11:20AM 12:40PM		Mauldin Cathy	30	-15	CLSD	No		
2015FA	ARSC	CC Winn High School	17369	MATH1314	REW01	MW	Aug 31, 2015 11:20 AM	08/24/15 12/11/15 CCW EPDC101 1 MW 11:20AM 12:40PM		Flores Patricia	12	13	OPEN	No		

**Please keep in mind that some classes may not appear on the master schedule and may have been added or deleted at a later time.*

Spring 2016

ENGL 1302-REW01	Composition II (19 /25) (DC)	MW	08:30AM-09:50AM	CCW EPDC 212(Eagle Pass)	A. Camarillo	Note: For high school students only.
HIST 1302-REW01	United States History II (25 /15) (DC)	MW	08:30AM-09:50AM	CCW EPDC 407(Eagle Pass)	C. Mauldin	Note: For high school students only.
HIST 1302-REW02	United States History II (0 /25) (DC)	MW	09:55AM-11:10AM	CCW EPDC 407(Eagle Pass)	C. Mauldin	NOTE FOR HIGH SCHOOL STUDENTS ONLY
ENGL 1302-REW02	Composition II (4 /25) (DC)	MW	09:55AM-11:15AM	CCW EPDC 212(Eagle Pass)	A. Camarillo	Note: For high school students only.
GOVT 2305-REW02	Federal Government (Federal Constitution and Topics) (0 /25) (DC)	MW	09:55AM-11:15AM	CCW EPDC 408(Eagle Pass)	J. Rodrigues	NOTE FOR HIGH SCHOOL STUDENTS ONLY
HIST 1302-REW03	United States History II (9 /15) (DC)	MW	11:20AM-12:40PM	CCW EPDC 407(Eagle Pass)	C. Mauldin	Note: For high school students only.
MATH 1314-REW01	College Algebra (0 /25) (DC)	MW	11:20AM-12:40PM	CCW EPDC 101(Eagle Pass)	P. Flores	NOTE: for high school students

ENGL 1302-REW03	Composition II (0 /25) (DC)	MWF	01:25PM-02:15PM	CCW EPDC 212(Eagle Pass)	A. Camarillo	Note: for high school students only
ECON 2301-SEW02	Principles of Macroeconomics (20 /15) (DL) (DC)	TTH	09:55AM-11:15AM	CCW 005(Eagle Pass)	A. Haynes	Originating Site: Uvalde: for high school students only

ECON 2301-SEW01	Principles of Macroeconomics (0 /15) (DL) (DC)	TTH	11:20AM-12:40PM	CCW 005(Eagle Pass)	A. Haynes	Originating Site: Uvalde Note: for high school students only
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