**VP of Instruction Council**

September 9, 2008 Minutes

**PRESENT:** Bill Coppola, Cher Brock, Julie Leidig, Deana Sheppard, Judy Murray, Linda Luehrs-Wolfe, and Larry Rideaux

**GUESTS:** Donetta Goodall, Marie Thibodeaux, Christina Todd, Betsy Powers, Kathleen Monahan, Jamili Omar, William Durham, Jean Grove

**Absent:** Gary Clark

**1. Honors Scholar Program** (Betsy Powers, Kathleen Monahan, Jamili Omar) – The Honors Program Directors are proposing the creation of a cohort of students obtained through active recruiting of the top 10-15% of each local high school by granting ten students per college full academic honors scholarships as well as study abroad scholarships. The initial pilot would include LSC-Cy Fair and LSC-Montgomery. These students will enroll in a learning community during the first year, including a service learning component of two courses. Plans include one counselor designated as an honors counselor at each college. **Action Plan**: The VP Council will review this proposal during the next 30 days, with email discussion forwarded through Linda Luehrs-Wolfe. The VP Council will make its decision to support or not support this proposal at the next VP Council meeting scheduled for October 14, 2008.

**2. Curriculum Proposals** (Marie Thibodeaux) - The VP Council approved the consent agenda without exception.



**3. VP Meetings/Agenda and Minutes 2008-2009** (Julie Leidig) – The VP of Instruction Council will evaluate changing the meeting dates of the VP Council to the third Tuesday or Thursday of each month. The VP Council supports the idea of a creation of a system-wide standard meeting day, such as Wednesday, to facilitate the planning of campus meetings.

**4. Curriculum Development Reimbursement** (Jean Grove and William Durham) – During the course redesign of the first five LSC-online courses, the instructors involved will be compensated at the hourly rate of $ 22.05 for a maximum of 36 hours. William Durham will develop the list of the first five courses targeted for redesign, and seek the approval of the VP Council. The VP Council noted this does not change their prior recommendation that reimbursement for new curriculum development will be $26.25 for a maximum of 30 hours.

**5. High School Programs Proposal**(Larry Rideaux and Susan Rush) – Larry and Susan proposed the streamlining of all high school programs at each college into one office. This could be called the High School Programs Office or the College Connections Office. Susan Rush would coordinate this implementation system wide. The Student Success System’s Budget would cover hiring new part time advisors at each college, who would be tasked with visiting their assigned local high schools at least once a week. The part time advisors would also track the high school students who enter the program. Susan Rush will generate a job description for these advisors. These part time positions have already been approved by the board and are in the budget. The college coordinators identified for this would be: LSC- KC = Rebecca Riley, LSC- MC = Jen Roberts, LSC-NH = Charlotte Twardowski, LSC-TC = Cindy Casparis, and LSC- CF = Chris Timmerman. Susan and Larry also proposed that each Summer Bridge student’s tuition be waived by 50% if scholarships can’t be raised, if the student completes the course with a C or better. The VP Council will take this into consideration for possible implementation in the spring.

**6. AtD Research Team** (Larry Rideaux) – The research team is meeting with the task forces, to determine what the evaluation metrics will be. TABLED

**7.  HESI Exam** (Linda Luehrs-Wolfe) - The proposed HESI exit exam revision has already been implemented by the nursing directors system-wide.  The nursing directors recommend allowing students to take the HESI exam only three times, and the student is dismissed from the ADN program if the HESI exam is not passed by the third attempt.  The consensus of the VP Council is that at this time the nursing directors do not have sufficient quantitative data to support this decision.  The decision could adversely affect students who have otherwise been successful in the program; also, there is some recent history to indicate that students have successfully remediated, passed the HESI on the fourth or fifth attempt, and passed the licensure exam on the first attempt.  The Directors of Nursing recommended to change the focus on this to the remediation of the nursing students.  The VP Council decided to keep the original HESI exit exam flowchart process and policy.  The VP Council requests the nursing directors track the HESI exam data, and report how many students took HESI, the number of students who pass at each exam attempt,  the number who need to go to the fifth attempt, and other data that will be conveyed.

**8. Productivity Proposal** (Julie Leidig) – Faculty Productivity – The agenda item concerned whether the VP Council wanted to propose that CE courses linked to credit be included in any measure of faculty productivity.  After a conversation with Dr. Goodall, the Council tabled this pending a much more comprehensive review of factors that enter into the concept of faculty productivity.  The VP Council will send Linda Luehrs-Wolfe a list of items that could be utilized to determine faculty productivity and issues that need to be considered, by Tuesday, September 16, 2008.

**9. Student Success Review Session** (Linda Luehrs-Wolfe) – Please send Linda suggestions for improving the dual credit web site located at: http://www.lonestar.edu/7378/ The catalog review process is tabled until a later meeting as we are evaluating utilizing our Sharepoint server site in place of the annual four hour catalog review meeting. The VPAD Council will be asked to be consistent in the provision of plans for the alternative teacher certification plan. Linda will contact John Fishero. The VP Council identified the following people as contacts for dual credit: LSC-CF = Dell Burditt, LSC-KC = Rose Austin, LSC-MC = Jen Roberts, LSC-NH = Charlotte Twardowski, and LSC-TC = Cindy Casparis.

**10. AAS and AS degrees with a Major** (LLW) – The issue is transferability of the required courses, because if the course is not fully transferable, the student may be penalized. Articulation agreements are posted at the LSC-UC site. The VP Council agreed that there is a possibility to offer additional degrees with a major, but LSCS must require curriculum teams to work with at least two universities to obtain an articulation agreement with the universities so the courses could transfer directly to the degree and not simply as electives.

**11. Substantive Change Request to SACS (Donetta Goodall)** - Vice Chancellor for Academic Affairs and Student Success) - A substantive change request must be submitted to SACS for LSCS to offer the AAT degree in teaching.  Linda Luehrs-Wolfe has been charged with determining if a substantive change request was filed with SACS for the LSCS’s AAT degree in teaching. Dr. Donetta Goodall agreed to meet with the VP Council at their regular meeting each month.

**Next VP Meeting:** October 14, 2008

**Next VP Agenda:**  Honors Program Proposal